

evaluated in terms of the ability to attain demonstrated measurable progress in the implementation of your *recent grant awards*. Measurable progress is defined as:

(i) Meeting performance benchmarks, as applicable, in program development and operation;

(ii) Meeting project goals and objectives, such as, that the number of persons assisted was comparable to the number that was planned at the time of application;

(iii) Submitting timely performance reports; and

(iv) Expending 80% of prior funding by the application due date of this program section of the SuperNOFA.

Rating Factor 2: Need/Extent of the Problem (20 Points)

Please address the following factor on not more than five (5) double-spaced, typed pages. This factor addresses the extent to which there is a need for funding the proposed program activities and an indication of the urgency of meeting the need in the target area. Up to 20 points will be awarded for this factor.

(1) **(5 Points)** AIDS Cases. Up to five of these points will be determined by the relative numbers of AIDS cases and per capita AIDS incidence within your service area, in metropolitan areas of over 500,000 population and in areas of a State outside of these metropolitan areas, in the State for proposals involving state-wide activities, and in the nation for proposals involving nation-wide activities. Your application must define a planned service area. To determine these points, HUD will obtain AIDS surveillance information from the Director of the Centers for Disease Control and Prevention.

(2) **(5 Points)** Description of Unmet Need. Up to five of these points will be determined by the extent to which there is a need for funding eligible activities in the area to be served. To receive the highest ratings in this factor, you must demonstrate that substantial housing and related service needs of low-income persons living with HIV/AIDS and their families are not being met in the area and that reliable statistics and data sources (i.e. Census, health department statistics, research, scientific studies, and Needs Analysis of Consolidated Plan and/or Continuum of Care documentation) show this unmet need. To receive the highest number of points, you also must show that your jurisdiction's Consolidated Plan and Analysis of Impediments to Fair Housing Choice, Continuum of Care Homeless Assistance plans (if homeless persons are to be served), and

comprehensive HIV/AIDS housing plans are applicable and identify the level of the problem and the urgency of the need. Urgent and unmet needs may be demonstrated, as follows:

(a) If you apply for a proposed Special Project of National Significance, you must describe a need that is not currently addressed by other projects or programs in the area; also describe any unresolved or emerging issues, and the need to provide new or alternative forms of assistance that, if provided, would enhance your area's programs for housing and related care for persons living with HIV/AIDS and their families; or

(b) If you apply for a project that is part of a Long-Term Comprehensive Strategy in an area that does not receive a HOPWA formula allocation, you must describe the need that is not currently addressed by other projects or programs in the area; you must also describe any unresolved or emerging issues, and/or the need to provide forms of assistance that enhance the community's strategy for providing housing and related services to eligible persons.

HUD will consider your presentation of statistics and data sources based on soundness, reliability and the specificity of information to the target population and the area to be served. If you propose to serve a subpopulation of eligible persons on the basis that these persons have been traditionally and are currently underserved (e.g., persons with multiple disabilities including AIDS), your application must document the need for this targeted effort through statistics and data sources that support the need of this population in your service area.

(3) **(5 Points)** Need in Non-Formula Areas and Need for Renewals. Within the points available under this criterion, HUD will award points under the following two circumstances:

(a) Five points will be awarded, if your SPNS application proposes to serve clients in an area that does not qualify for HOPWA formula allocation; or

(b) Up to five points will be awarded, if you propose to continue the operations of HOPWA funded activities that have been supported by HOPWA competitive funds in the year immediately prior to this application and that have operated with measurable success. To receive the highest ratings in this factor, you must describe what unmet need would result if funding for the project was not renewed and describe your efforts to secure other sources of funding to continue this project. You must also show that you operated with measurable progress and

your previous HOPWA-funded activities have been carried out and are nearing completion of the planned activities in a timely manner. Measurable progress is defined as: (i) meeting performance benchmarks, as appropriate, in program development and operation, (ii) meeting project goals and objectives, such as, that the number of persons assisted is comparable to the number that was planned at the time of application, (iii) submitting timely performance reports, and (iv) expending 80% of prior funding by the application due date of this program section of the SuperNOFA.

(4) **(5 Points)** Highest Rated in a State or the Nation (for nationwide activities). After the other rating factors have been determined, HUD will award five of the points to help achieve greater geographic diversity in funding activities within a variety of States. Under this criterion, five points will be awarded to the highest rated SPNS and Long-term applications in each State and to the highest rated SPNS application among the applications that propose nationwide activities.

Rating Factor 3: Soundness of Approach: Responsiveness and Model Qualities (40 Points)

Please address the following factor on not more than fifteen (15) double-spaced, typed pages. This factor addresses the method by which your plan meets your identified needs. HUD will award up to 40 points based on the extent to which your plan evidences a sound approach in its responsiveness to the persons that you will be assisting and how it offers model qualities in providing supportive housing opportunities for low-income persons living with HIV/AIDS and their families, when compared to other applications and projects funded under previous HOPWA competitions. The points will be awarded as follows:

(1) **Responsiveness (20 Points)**. HUD will award up to 20 points based on how well your project plan responds to the unmet needs of the target population including the specific needs that you identified under the Need Criterion with specific goals and objectives for providing housing and related supportive services for people living with HIV/AIDS and their families. To receive the highest ratings in this element, you must offer a plan that evidences the following:

(a) *Your project's goals and objectives*. You must describe your project's goals and objectives and how you will measure how the project is performing under the required HOPWA performance goal, i.e., increasing the amount of housing assistance and

related supportive services to low-income persons living with HIV/AIDS and their families to enable them to achieve housing stability and access to health-care and supportive services. You are encouraged to review Section IV: Program Requirements, Part A: Performance Measures and Project Goals and Objectives of this Notice of Funds Available (NOFA) when developing your goals and objectives. To receive the highest rating your goals should address:

(i) The projected numbers of persons to be served through each activity for each year of your program;

(ii) The projected number of housing units to be provided through your project, (unless you are proposing supportive service only activities) and;

(iii) The specific organizations that will provide housing either through an agreement with your organization or through funding from your project.

(b) *Your plans for accomplishing these goals and objectives.* You must demonstrate your methodology for achieving these goals and objectives by describing the service delivery model that you intend to implement and explain how you will integrate the following items:

(i) *Housing.* You must demonstrate how the housing needs of clients will be addressed by including: (A) the type and number of units of housing to be provided and/or made more appropriate if currently available in the community; (B) the names of the project sponsors and/or organizations providing housing including their roles and responsibilities; (C) the connection of any emergency or transitional housing in obtaining and maintaining permanent housing; (D) any appropriate site features, including accessibility, visitability, and access to other community amenities; (E) ensuring clients and their families to access health care and other supportive services; (F) demonstrating how tenants' rights will be observed and addressed by providing safe, decent, and affordable housing through such activities as, the delivery of maintenance services, security services, and consistency with local and national fair housing laws; (G) demonstrating clients participation in decision making in project operation and management.

(ii) *Supportive Services.* You must describe how the supportive service needs of clients will be addressed from HOPWA or other sources by including: (A) the type of supportive services that will be offered and/or how services will be accessed and coordinated; (B) the names of the organizations providing the supportive services; (C) the

connection of these services in helping clients obtain and/or maintain housing; (D) the roles and responsibilities of project sponsors and other organizations in undertaking these activities. If you propose to use more than 10% of your HOPWA funds for supportive services, emergency or transitional housing activities, to receive the highest number of rating points, you must address how you will meet your clients' permanent housing needs with HOPWA funds or funds from other sources. You can fulfill this commitment by allocating funds for housing vouchers for HOPWA clients or developing permanent housing with this grant or other sources.

(2) **Model Qualities (20 Points).** HUD will award up to 20 points based on your service delivery model plan and how well it addresses the ongoing housing and supportive service needs within a replicable operational framework. To receive the highest ratings in this factor, you must offer a plan that evidences a permanent housing arrangement and the following:

(a) *Operational Procedures.* You must describe your program's outreach, intake, and assessment procedures, as well as how clients will link to services and (if necessary) housing funded from other sources and how your project provides for consistent monitoring of all clients. You must include within this description how a client moves through the program from intake, assessment, service delivery, and finally to termination or linkage to other services.

(b) *Project Management and Oversight.* You must describe your method for coordinating the project sponsors' services whether for housing or related supportive services with your staff and volunteers, and any other organizations in order to benefit the clients; identify staff members who are responsible for described housing and supportive service tasks; and the ability of your operations to be self-sustaining beyond the life of this grant.

(c) *Descriptive Budget.* HUD will rate your budget in describing (i) how each amount of requested funding for you and your project sponsors will be used; (ii) how each line item will relate to eligible HOPWA activities as defined in Section III(C), of this program section of the SuperNOFA; and (iii) how specific line items match with the goals and objectives in your project.

(d) *Evaluation.* Evaluation is defined as your method for collecting data on HUD program goals related to housing and related supportive services, as well as, your project's unique goals and objectives. HUD will assess your method for reviewing this data and other information on the program's

operations and your basis for making relative adjustments based on outcomes and lessons learned from operation of your activities. HUD will provide a greater number of points for programs which will serve as a national model and which provide for the dissemination of information from the lessons learned from your proposed activities.

(e) *Innovative Qualities.* If you propose a new program, or an alternative method of meeting the needs of your clients, you should describe the innovative qualities of your activities. HUD will rate your applications higher if your justification for these innovations provide strong evidence that they will yield qualities that will benefit or expand our knowledge in offering assistance to persons living with HIV/AIDS and their families, when compared to other applications and HOPWA projects funded in the past. In order to learn about innovative qualities of previously funded and on-going HOPWA projects, please review the HOPWA Executive Summaries for all HOPWA formula and competitive grantees at <http://www.hud.gov/cpd/hopwahom.html>.

Rating Factor 4: Leveraging Resources (10 Points)

This factor addresses your ability to secure community resources which can be combined with HUD's program resources to achieve program purposes. HUD will award up to 10 points based on the extent to which resources from other public or private sources have been committed at the time of application, to support your project. To achieve the highest ratings for this factor, you must evidence commitments of leveraged resources that match or exceed the amount of HOPWA funds that are requested.

In establishing leveraging, HUD will not consider other HOPWA-funded activities, entitlement benefits inuring to eligible persons, or conditioned commitments that depend on future fund-raising or actions. In assessing the use of acceptable leveraged resources, HUD will consider the likelihood that State and local resources will be available and continue during the operating period of your grant. In evaluating this factor HUD will also consider:

(1) The extent to which you document leveraged resources, such as funding and/or in-kind services from governmental entities, private organizations, resident management organizations, educational institutions, or other entities to achieve the purposes

of the project for which you are requesting HOPWA funds.

(2) The extent to which the documented resources evidence that you have partnered with other entities to make more effective use of available public or private resources. Partnership arrangements may include funding or in-kind services from local governments or government agencies, nonprofit or for-profit entities, private organizations, educational institutions, or other entities that are willing to partner with you on proposed activities, or partnering with other program funding recipients to make more effective use of resources within the geographic area covered by your award.

To receive highest leveraging points, you must document the cash value of leveraged resources pledged to your project(s). Appropriate language is described below:

(i) *Applicant or Third Party Cash Resources.* If this proposal is funded, (applicant name or third party name) commits \$(amount) (of its own funds, if applicant, or to applicant name, if third party) for (type of activity) to be made available to the HOPWA program. These funds will be available from (date) to (date). (Signature and Title of authorized representative and date).

(ii) *Non-Cash Resources.* If this proposal is funded, (organization's name) commits to make available (type of resource) valued at \$(amount) to the HOPWA program proposed by (applicant name). These resources will be made available to the HOPWA program from (date) to (date). (Signature and Title of authorized representative and date) The donation of a third party professional service should be valued at the professional's customary charge. The value of materials to be contributed to the project by a third party or by the applicant may also be counted as leveraging.

(iii) *Volunteer Time.* If this proposal is funded, (name of the organization or of self), commits to provide (number of hours) of volunteer time from (date) to (date) to provide (type of activity) to the HOPWA program proposed by (applicant name). The total value of these services, based on \$10.00 per hour, is \$(amount). (Signature and Title, and date) Time to be contributed to the project by volunteers should be valued at \$10.00 per hour. In the case of individuals volunteering their time directly to the applicant, the applicant should list itself as the organization.

(iv) *Contribution of a Building.* If this proposal is funded, (applicant name) pledges the building at (site address) to the HOPWA program. The building has a fair market value of \$(amount). A

licensed independent real estate appraiser made this assessment which is based on comparable properties in the area. (Signature of applicants authorized representative and date) Ownership of a building or portion of a building to be used in the project may be counted as leveraging. The fair market value of the building or portion of the building being contributed may be counted. Do not send an appraisal to HUD, but keep documentation of fair market value on file. The contribution of land (as a leveraged resource for new construction) should be treated the same as contribution of a building. You will need to keep documentation of the fair market value on file, particularly if it is improved land and you wish to include the value of the improvements in the contribution.

(v) *Contribution of a Building to be Acquired with HOPWA Funds.* If this proposal is funded, (applicant name) commits the building at (site address) for the HOPWA program. The building has a fair market value of \$(amount). A licensed independent real estate appraiser made this assessment which is based on comparable properties in the area. The HOPWA request for the building is \$(amount). Therefore, the contribution is the difference between the fair market value and the HOPWA request, or \$(amount). (Signature of applicants authorized representative and date) The difference between the documented fair market value and the portion paid for with HOPWA funds may be counted as leveraging. Maintain documentation of fair rental value on file.

(vi) *Contribution of Leasehold Interest.* If this proposal is funded, (applicant name) commits the leasehold interest at (site address) for the HOPWA program. The fair rental value of this site is \$(amount) annually, and at constant value will amount to \$(amount) over (term of the lease, up to three years). An appropriate independent third party made this assessment which is based on comparable properties in the area. The total leasing cost over the term of the lease to be paid with HOPWA funds is \$(amount). Therefore, the contribution is the difference between the HOPWA leasing cost and the fair rental value, or \$(amount). (Signature of applicants authorized representative and date) The difference between the fair rental value (for a term up to three years) and the cost of the lease to be paid for with HOPWA funds may be counted as leveraging.

Rating Factor 5: Comprehensiveness and Coordination (10 Points)

Please address the following factor on not more than five (5) double-spaced, typed pages. This factor addresses the extent to which the you coordinated the specific proposal with other known organizations, consulted prospective clients or persons with HIV/AIDS in designing your proposal, participates or promotes participation in the jurisdiction's Consolidated Planning process, and in a community's Continuum of Care Homeless Assistance planning process (if homeless persons are to be served by proposed activities), and is working towards addressing a need in a holistic and comprehensive manner through linkages with other activities in the community. HUD will award up to 10 points based on your proposal's comprehensiveness and coordination. In order to ensure that resources are used to their maximum effect within the community, it is important that you be involved in HUD's planning processes for community development and homeless assistance resources. If you, your sponsors, or others partnering with you have been involved in these processes, you should describe that involvement under this factor.

HUD will consider the extent to which your activities were planned with community involvement in a larger community or regional plans which links the provision of health care, supportive services, and housing. Also, how planned activities are proposed to be carried out with HOPWA funds and other resources in order to provide a comprehensive and responsive range of housing and related supportive services to meet the changing needs of persons with HIV/AIDS. Your proposal should demonstrate that housing is provided in conjunction with the client's access to health-care and other supportive services in the area to be served, including assistance provided under the Ryan White CARE Act programs.

In evaluating this factor, HUD will consider the extent to which you demonstrate you have:

(1) Coordinated your proposed activities with those of other groups or organizations prior to submission, to best complement, support, and coordinate all known activities; and if funded, the specific steps you will take to share information on solutions and outcomes with others. You should describe any written agreements, memoranda of understanding in place, or that will be in place after award.

(2) Been actively involved in your community's Continuum of Care

Homeless Assistance planning process (if homeless persons are to be served by proposed activities), and/or the jurisdiction's Consolidated Planning process established to identify and address a need/problem that is related to the activities you propose to undertake.

In the case of technical assistance providers, you will be evaluated on the specific steps you will take to work with recipients of technical assistance services to inform them of, and get them involved in, the community's Continuum of Care Homeless Assistance planning process and/or the jurisdiction's Consolidated Planning process, as applicable. HUD will review more favorably your application if you can demonstrate you are active or are working with recipients of technical assistance to get them involved in local and State planning processes.

(3) Developed linkages, or specific steps you will take to develop linkages with other activities, programs or projects through meetings, information networks, planning processes, or other mechanisms, to coordinate your activities so solutions are holistic and comprehensive, including linkages with:

(a) Other HUD-funded projects/activities outside the scope of those covered by the Consolidated Plan; and

(b) Other activities funded by the Federal, State, or local government, including those proposed or on-going in the community.

(E) *Selection of HOPWA Awards.* Whether your HOPWA application is conditionally selected will depend on your overall ranking compared to other applications within each of the two categories of assistance. HUD will select applications in rank order in each category of assistance to the extent that funds are available, except as noted below. In allocating amounts to the categories of assistance, HUD reserves the right to ensure that sufficient funds are available for the selection of at least one application with the highest ranking under each category of assistance. In selecting projects that target resources to underserved populations as outlined in Section III(D) in this program section of the SuperNOFA, HUD will ensure that up to (40) percent of the funds awarded for Special Projects of National Significance (SPNS) grants are awarded to applications with collaborations to serve underserved populations. If there is an insufficient request by applicants for funds targeting underserved populations, HUD will use remaining funds for the next highest ranked SPNS Applications in rank order.

HUD reserves the right to achieve greater diversity in the selection of applications by selecting the highest rated application in a State where no applicant has been the recipient of any prior HOPWA competitive grant or formula allocation over a higher rated application in a State that has received prior HOPWA funding. In selecting a lower rated application, HUD will not select an application that is rated below 50 points.

In the event of a tie between applications in a category of assistance, HUD reserves the right to break the tie: by selecting the proposal that increases geographic diversity as defined in the prior paragraph; and, if greater geographic diversity is not achievable, by selecting the proposal that was scored higher on a rating criterion in the following order: Soundness of Approach; Responsiveness and Model Qualities (Rating Factor 3); Comprehensiveness and Coordination (Rating Factor 5); the Capacity of the Applicant and Relevant Organizational Experience (Rating Factor 1); the Need/Extent of the Problem (Rating Factor 2); and Leveraging Resources (Rating Factor 4).

HUD will notify you in writing if you are conditionally selected. You may be notified subsequently of any modification made by HUD, the additional project information necessary for grant award, and the date of deadline for submission of the required information. In the event that a conditionally-selected applicant is unable to meet any conditions for fund award within the specified, HUD reserves the right not to award funds to the applicant, but use those funds to make awards to the next highest rated applications in this competition; to restore amounts to a funding request that had been reduced in this competition; or to add amounts to funds available for the next competition.

VI. Application Submission Requirements

Your HOPWA application must contain the following items in the order shown below. The standard forms can be found in Appendix B to the **General Section** of the SuperNOFA. The remaining application items that are forms (*i.e.*, excluding such items as narratives, letters), referred to as the "non-standard forms" can be found as Appendix C to this program section of the SuperNOFA: The items are as follows:

(A) *Application for Federal Assistance (Form SF-424).* You should complete Items 1 through 18 with the following additions:

Item 5—Add e-mail address of the contact person;

Item 7—The applicable letters are "A" for State; "B, C, or D" for a unit of local government; or "N" for Nonprofit;

Item 9—Enter U.S. Department of Housing and Urban Development or HUD if not preprinted

Item 10—Enter 14-21 and the title "Housing Opportunities for Persons with AIDS Program" or "HOPWA" for the Catalogue of Federal Domestic Assistance;

Item 15—You must complete the budget on SF-424 and the HOPWA Project Budget Form. Please make sure that both the total budget on the SF-424 and the "Total Budget" section on the HOPWA Project Budget Form are the same. In the event that the total budgets are in conflict, HUD will refer to the HOPWA Project Budget form.

Item 16—Check "No".

(B) *Summary.* Please provide on no more than two double-spaced, typed pages an abstract of your proposed project. HUD will use this as a summary if your project is chosen for funding. In your abstract, include your organization's name and the name of any project sponsor;

(C) *Narrative Statements.* Your application must include narrative statements that address each of the Factors for Award found at Section V(D) of this program section of the SuperNOFA. Respond to each factor within the stated page limits and do not use a font size smaller than 12 point.

(D) *Proposed HOPWA Project Information Form.* See Appendix C in program section of SuperNOFA. Complete the form including the following:

(1) *Project Sponsors.* You must identify any organization that will receive HOPWA funds as a project sponsor and the amount of funds to be received.

(2) *Non-profit Status.* Non-profit grantees or project sponsors must submit documentation verifying your non-profit status, as outlined under Section III, *Eligible Applicants and Project Sponsors*, in this program section of the SuperNOFA.

(3) *Service Areas.* Your application must identify the area(s) in which you are proposing to offer housing and other assistance.

(E) *Budget.* In addition to the budget narrative described under Section IV of this program section of the SuperNOFA (see Section IV(C), *Program Requirements*, and Paragraph (2)(c) of Rating Factor 3, *Soundness of Approach*), you must complete the HOPWA Project Budget Form found in Appendix C of this program section of

the SuperNOFA which lists the amount of requested HOPWA funds designated for each type of HOPWA-eligible activity.

(F) *Statutory Certifications.* HOPWA applicants are not required to provide the forms, certifications, and assurances listed in the **General Section** of the SuperNOFA unless stated below. Additionally, the requirement to Affirmatively Further Fair Housing does not apply to the HOPWA program. The following certifications are required by law for funding and should be included with your application. All certifications and forms, except those found in the **General Section** of the SuperNOFA, are included in the appendixes to the program section of this SuperNOFA.

(1) *Consolidated Plan Certification.* Except as stated below, you must include a Consolidated Plan (hereafter called the plan) certification from the applicable State or local government official responsible for submitting the appropriate plan. If your project will be carried out on a national basis or will be located on a reservation of an Indian tribe, Guam, the Virgin Islands, American Samoa, or the Northern Mariana Islands you are not required to include a Consolidated Plan certification with your application. This certification must be signed by the authorizing official from the State or local government. (See Appendix C to this program section of the SuperNOFA.)

(2) *Certifications.* The following certifications are required as stated in Section II(G) of the **General Section** of the SuperNOFA: HUD-50070, Certification of Drug-Free Workplace; and SF-LLL, Disclosure of Lobbying Activities (if applicable).

(3) *HOPWA Applicant Certifications.* The required HOPWA certifications cover the following items: (i) fair housing and non-discrimination; (ii) uniform relocation assistance; (iii) environmental law and authorities; (iv) continued use periods for structures assisted; and (v) debarred, suspended and ineligible principals requirements. (See Appendix C to this program section of the SuperNOFA.)

(4) *Certification of Consistency with EZ/EC Strategic Plan.* This may be

submitted as directed in the General Section of the SuperNOFA.

(5) *HUD-2880, Applicant/Recipient Disclosure Update Report.* This must be signed by you the applicant.

After your entire application is assembled, please mark each exhibit with an appropriately numbered tab and number every page of the application sequentially. Complete the HOPWA Application Checklist found in Appendix C to this program section of the SuperNOFA. Attach the HOPWA Application Checklist to the front of your application.

VII. Corrections to Deficient Applications

The **General Section** of the SuperNOFA provides the procedures for corrections to deficient applications.

VIII. Other Requirements

(A) *Environmental Requirements.* All HOPWA assistance is subject to the National Environmental Policy Act of 1969, applicable related Federal environmental authorities, and the environmental review requirements of 24 CFR 574.510. HUD's conditional selection of an application does not constitute approval of a proposed site. HOPWA recipients or project sponsors may not commit or expend any grant or nonfederal funds on project activities (other than activities excluded under § 50.19(b)) until HUD has completed the environmental review under part 50. The HOPWA recipients or project sponsors may not acquire, rehabilitate, convert, lease, repair, or construct property or commit or expend any grant or nonfederal funds for these program activities until HUD provides written notice to the recipient that HUD has completed the environmental review. The expenditure of commitment of HOPWA or nonfederal funds for these activities prior to the completion of the HUD environmental review may result in the denial of assistance for the project under consideration.

In the event that Congress authorizes the Department to delegate environmental responsibility pursuant to 24 CFR part 58, responsible entities (including units of general local government, States, Indian tribes, and Alaska native villages) will assume the

environmental responsibilities for projects being funded through FY 2000 HOPWA funds. Upon authorization, successful applicants will be notified of their environmental responsibilities.

(B) *Local Resident Employment (Section 3 Requirements).* For grants in excess of \$200,000, to the extent that any housing assistance funded through this program section of the SuperNOFA is used for housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair, and replacement) or housing construction, then it is subject to section 3 of the Housing and Urban Rehabilitation Act of 1968, and the implementing regulations at 24 CFR part 135. Section 3 requires that economic opportunities generated by certain HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be given to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to businesses that provide economic opportunities for these persons.

(C) *Lead-Based Paint Requirement.* The lead-based paint requirements described in Subpart M (Tenant-Based Rental Assistance) at 24 CFR 35.1200–1225 of HUD's new regulation on Lead-Based Paint Hazards in Federally Owned Housing and Housing Receiving Federal Assistance, published at 64 FR 50217, do not apply to this Notice of Funding Availability. A technical correction establishing the effective date of this subpart as September 15, 2000, was published in the **Federal Register** on January 21, 2000 (65 FR 3386).

The grantee and program sponsor must comply with the existing requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821–4846) and implementing regulations at 24 CFR part 35, as applicable.

IX. Authority

This program is authorized under the AIDS Housing Opportunity Act (42 U.S.C. 12901). The regulations for HOPWA are found at 24 CFR part 574.

BILLING CODE 4210–32–P

(HOPWA)

APPENDIX A

FY 2000 HOPWA Formula Allocations
Including Non-Eligible Areas

The FY 2000 HOPWA appropriation of \$232 million provided \$207.234 million for formula allocations to 101 grantees, including 67 cities for Eligible Metropolitan Statistical Areas (EMSAs) and 34 States. (NOTE: Some areas are designated PMSA or Primary Metropolitan Statistical Area) The grantee for these amounts is the State or, for the EMSA, the most populous city in that area, which is the first jurisdiction named in the EMSA title (except as noted). The allocations are part of the area's consolidated plan.

Four new FY2000 grantees are noted as (*) in four metropolitan areas: Albany, NY; Baton Rouge, LA; Columbia, SC; and Oklahoma City, OK. The new EMSAs will reduce the service areas of four existing State grantees in Louisiana, New York, Oklahoma and South Carolina.

For further information regarding HOPWA formula grantees visit the HOPWA website at <http://www.hud.gov/cpd/hopwahom.html>

State	2000 Formula Grantee	Amt. (000s)
AL	Alabama (outside the Birmingham EMSA)	843
AL	Birmingham AL EMSA	384
AR	Arkansas (outside the Memphis EMSA)	574
AR	Arizona (outside of the Phoenix and Las Vegas EMSAs)	391
AZ	Phoenix-Mesa AZ EMSA	1,010
CA	California (outside of 8 EMSA)	2,489
CA	Oakland CA PMSA	1,702
CA	Sacramento CA PMSA	665
CA	San Francisco CA PMSA	8,721
CA	San Jose CA PMSA	660
CA	Los Angeles-Long Beach CA PMSA	8,905
CA	Santa Ana for the Orange County CA PMSA	1,170
CA	Riverside-San Bernardino CA PMSA	1,435
CA	San Diego CA EMSA	2,214
CO	Denver CO PMSA	1,179
CT	Connecticut (outside of the Hartford and New Haven EMSAs)	947
CT	Hartford CT EMSA	847

(HOPWA)

State	2000 Formula Grantee	Amt. (000s)
CT	New Haven-Meriden CT PMSA	585
DE	Delaware (outside the Wilmington PMSA)	119
DE	Wilmington-Newark DE-MD PMSA	428
FL	Florida (outside of 6 EMSA)	3,331
FL	Jacksonville FL EMSA	1,121
FL	Orlando FL EMSA	1,888
FL	Tampa-St Petersburg-Clearwater FL PMSA	1,816
FL	Fort Lauderdale FL PMSA	5,125
FL	Miami FL PMSA	10,139
FL	West Palm Beach-Boca Raton FL PMSA	2,677
GA	Georgia (outside the Atlanta EMSA)	1,333
GA	Atlanta GA EMSA	3,610
HI	Hawaii (outside of the Honolulu EMSA)	138
HI	Honolulu HI EMSA	375
IL	Illinois (outside of the Chicago and St. Louis EMSAs)	558
IL	Chicago IL PMSA	4,323
IN	Indiana (outside the Cincinnati and Indianapolis EMSAs)	654
IN	Indianapolis IN MSA	596
KY	Kentucky (outside the Cincinnati EMSA)	602
LA	Louisiana (outside the Baton Rouge and New Orleans EMSAs)	763
LA	Baton Rouge, LA EMSA*	630
LA	New Orleans LA EMSA	1,888
MA	Massachusetts (outside the Boston and Providence EMSAs)	1,173
MA	Boston MA-NH PMSA	1,980
MD	Baltimore MD PMSA	5,632
MD	Washington DC-MD-VA-WV PMSA	6,335
MI	Michigan (outside the Detroit EMSA)	705
MI	Detroit MI PMSA	1,577
MN	Minnesota (outside the Minneapolis EMSA)	92

(HOPWA)

State	2000 Formula Grantee	Amt. (000s)
MN	Minneapolis-St Paul MN-WI EMSA	687
MO	Missouri (outside the Kansas City and St. Louis EMSAs)	405
MO	Kansas City MO-KS EMSA	816
MO	St. Louis MO-IL EMSA	962
MS	Mississippi (outside the Memphis EMSA)	831
NC	North Carolina (outside the Charlotte, Raleigh and Virginia Beach EMSAs)	1,276
NC	Charlotte-Gastonia-Rock Hill NC-SC EMSA	428
NC	Raleigh-Durham-Chapel Hill NC EMSA	400
NJ	New Jersey (outside of 6 EMSA; amount includes \$665,000 to be used in the NJ portion of the Philadelphia metropolitan area) @	1,497
NJ	Paterson for Bergen-Passaic NJ PMSA	1,148
NJ	Jersey City NJ PMSA	2,272
NJ	Woodbridge for the Middlesex-Somerset-Hunterdon NJ PMSA	677
NJ	Dover Township for the Monmouth-Ocean NJ PMSA	605
NJ	Newark NJ PMSA	5,791
NM	New Mexico	415
NV	Nevada (outside of the Las Vegas EMSA)	191
NV	Las Vegas NV-AZ MSA	731
NY	New York State (outside of five EMSA)	1,896
NY	Albany-Schenectady-Troy, NY EMSA*	358
NY	Buffalo-Niagara Falls, NY EMSA	364
NY	Islip for the Nassau-Suffolk NY PMSA	1,399
NY	New York NY PMSA	47,986
NY	Rochester NY EMSA	491
OH	Ohio (outside the Cincinnati, Cleveland and Columbus EMSAs)	852
OH	Cincinnati OH-KY-IN PMSA	405
OH	Cleveland-Lorain-Elvyria OH PMSA	694

(HOPWA)

State	2000 Formula Grantee	Amt. (000s)
OH	Columbus, OH EMSA	465
OK	Oklahoma (outside the Oklahoma City EMSA)	404
OK	Oklahoma City, OK EMSA*	350
OR	Portland-Vancouver OR-WA PMSA	809
PA	Pennsylvania (outside the Philadelphia and Pittsburgh EMSAs)	1,198
PA	Philadelphia PA-NJ PMSA (for areas in PA) @	3,733
PA	Pittsburgh PA EMSA	497
PR	Puerto Rico (outside the San Juan EMSA)	1,910
PR	San Juan-Bayamon PR PMSA	6,080
RI	Providence-Fall River-Warwick RI-MA EMSA	440
SC	South Carolina (outside the Charlotte and Columbia EMSAs)	1,402
SC	Columbia SC EMSA*	903
TN	Tennessee (outside the Memphis and Nashville EMSAs)	556
TN	Memphis, TN-AR-MS EMSA	1,031
TN	Nashville, TN EMSA	509
TX	Texas (outside of 5 EMSA)	2,245
TX	Dallas TX PMSA	2,562
TX	Fort Worth-Arlington TX PMSA	674
TX	Houston TX PMSA	7,114
TX	Austin-San Marcos TX EMSA	787
TX	San Antonio TX EMSA	823
UT	Utah	387
VA	Virginia (outside of DC, Richmond and Virginia Beach EMSAs)	494
VA	Richmond-Petersburg VA EMSA	568
VA	Virginia Beach for the Norfolk-Virginia Beach-Newport News VA-NC EMSA	744
WA	Washington State (outside of the Seattle and Portland EMSAs)	501
WA	Seattle-Bellevue-Everett WA PMSA	1,405
WI	Wisconsin (outside the Milwaukee and Minneapolis EMSAs)	332

(HOPWA)

State	2000 Formula Grantee	Amt. (000s)
WI	Milwaukee-Waukesha WI PMSA	405
	2000 Formula Total (67 EMSAs and 34 States)	207,234

Footnotes: (*) Four first-time FY2000 HOPWA grantees are noted (Albany, Baton Rouge, Columbia and Oklahoma City).

@ The FY2000 Approp. Act designated the State of New Jersey to administer funds for the NJ portion of the allocation to the metropolitan Philadelphia area and the city's original FY2000 allocation of \$4,398,000 was reduced by \$665,000, based on the number of cumulative cases of AIDS in the NJ portion of this area, and those funds were added to the State of NJ's total to be used in the NJ portion of this area.

Non-Eligible Areas:

The following areas are not eligible for HOPWA FY 2000 formula allocations. State and units of general local government from these areas may apply for HOPWA projects under the Long-Term category of grants as detailed in the HOPWA program section of the SuperNOFA.

STATE	NON-ELIGIBLE AREAS
AK	State of Alaska
CO	State of Colorado (outside of Denver, EMSA)
IA	State of Iowa
ID	State of Idaho
KS	State of Kansas (outside of Kansas City, EMSA)
MA	State of Maine
MD	State of Maryland (outside of Baltimore, EMSA)
MT	State of Montana
ND	State of North Dakota
NE	State of Nebraska
NH	State of New Hampshire
OR	State of Oregon (outside of Portland, EMSA)
RI	State of Rhode Island (outside of Providence, EMSA)
SD	State of South Dakota
VT	State of Vermont
WV	State of West Virginia (outside of Washington DC, EMSA)
WY	State of Wyoming
	Virgin Islands
	Pacific Islands

(HOPWA)

APPENDIX B

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Local Field Office Contact List

NEW ENGLAND**CPD DIRECTOR****PHONE**

CONNECTICUT STATE OFFICE
ONE CORPORATE CENTER, 19TH
FLOOR
HARTFORD, CT 06106-1806

MARY ELLEN MORGAN

860-240-4800

NEW HAMPSHIRE STATE OFFICE
275 CHESTNUT ST.
NORRIS COTTON BLDG.
MANCHESTER, NH 03101-2487

RICHARD HATIN

603-666-7640

MASSACHUSETTS STATE OFFICE
10 CAUSEWAY STREET, ROOM 531
BOSTON, MA 02222-1092

JAMES BARNES

617-565-5345

NEW YORK/ NEW JERSEY

BUFFALO AREA OFFICE
465 MAIN STREET, FIFTH FLOOR
BUFFALO, NY 14203-1780

MICHAEL F. MERRILL

716-551-5755

NEW JERSEY STATE OFFICE
ONE NEWARK CENTER, 13TH FLOOR
NEWARK, NJ 07102-5260

KATHLEEN NAYMOLA

973-622-7900

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26 FEDERAL PLAZA
NEW YORK, NY 10278-0068

**KATHY MULLINS -
DEPUTY DIRECTOR**

212-264-0771

MID-ATLANIC

MARYLAND STATE OFFICE
10 S. HOWARD ST., 5TH FLOOR
CITY CRESCENT BLDG.
BALTIMORE, MD 21201-2505

JOSEPH O'CONNOR

410-962-2520

PENNSYLVANIA STATE OFFICE
WANAMAKER BLDG.
100 PENN SQUARE EAST
PHILADELPHIA, PA 19107-3380

JOYCE GASKINS

215-656-0624

**LOUIS WILLIAMS
DEPUTY DIRECTOR**

(HOPWA)

PITTSBURGH STATE OFFICE 339 6 TH AVENUE, 6 TH FLOOR PITTSBURGH, PA 15222-2515	LYNN DANIELS	412-644-2999
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VIRGINIA STATE OFFICE THE 3600 CENTRE 3600 W. BROAD STREET RICHMOND, VA 23230-0331	JOSEPH K. AVERSANO	804-278-4503
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DISTRICT OF COLUMBIA OFFICE 820 1 ST ST., N.E., STE. 450 WASHINGTON, DC 20002-4205	RONALD HERBERT	202-275-0994
--	-----------------------	---------------------

SOUTHEAST/CARIBBEAN

ALABAMA STATE OFFICE 600 BEACON PARKWAY WEST, STE 300 BIRMINGHAM, AL 35209-3144	HAROLD COLE	205-290-7630
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CARIBBEAN OFFICE 159 CARLOS E. CHARDON AVENUE SAN JUAN, PR 00918-1804	CARMEN R. CABRERA	787-766-5400
--	--------------------------	---------------------

FLORIDA STATE OFFICE 909 SOUTHEAST 1 ST AVE., RM 500 MIAMI, FL 33131	JACK JOHNSON	305-536-4431
--	---------------------	---------------------

GEORGIA STATE OFFICE 75 SPRING STREET, SW RICHARD RUSSELL BLDG. ATLANTA, GA 30303-3388	JOHN PERRY	404-331-5001
--	-------------------	---------------------

JACKSONVILLE AREA OFFICE 301 WEST BAY STREET, STE. 2200 JACKSONVILLE, FL 32202-5121	JAMES N. NICHOL	904-232-1777
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KENTUCKY STATE OFFICE 601 W. BROADWAY, POB 1044 LOUISVILLE, KY 40201-1044	BEN COOK	502-582-6163
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MISSISSIPPI STATE OFFICE 100 WEST CAPITOL STREET, RM 910 JACKSON, MS 39269-1096	LINDA TYNES, ACT'G	601-965-4700
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(HOPWA)

NORTH CAROLINA STATE OFFICE **TOM FEREBEE** **336-547-4005**
KOGER BLDG.
2306 W. MEADOWVIEW RD.
GREENSBORO, NC 27407-3707

SOUTH CAROLINA STATE OFFICE **LOUIS E. BRADLEY** **803-765-5564**
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MIDWEST

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LITTLE ROCK, AR 72201-3488

(HOPWA)

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NEW ORLEANS, LA 70130-3099

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NEW MEXICO STATE OFFICE
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ALBUQUERQUE, NM 87102

FRANK PADILLA

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OKLAHOMA CITY, OK 73102

DAVID H. LONG

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KANSAS STATE OFFICE
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KANSAS CITY, KS 66101-2406

WILLIAM ROTERT
WILLIAM BOYD-DEPUTY
DIRECTOR

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NEBRASKA STATE OFFICE
10909 MILL VALLEY ROAD
OMAHA, NE 68154-3955

GREGORY A. BEVIRT

913-551-5486

402-492-3181

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1222 SPRUCE STREET, 3RD FLOOR
ST. LOUIS, MO 63103-2836

ANN WIEDL

314-539-6524

ROCKY MOUNTAIN

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633 - 17TH STREET
DENVER, CO 80202

GUADLUPE M. HERRERA

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(HOPWA)

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DEPUTY DIRECTOR

HAWAII STATE OFFICE
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HONOLULU, HI 96813-4918

ROBERT ILUMIN 808-522-8180

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LOS ANGELES, CA 90017-3127

WILLIAM BARTH 213-894-8000

PHOENIX AREA OFFICE
400 NORTH 5TH STREET, STE. 1600
PHOENIX, AZ 85004

MARTIN H. MITCHELL 602-379-4754

NORTHWEST/ALASKA

ALASKA STATE OFFICE
949 EAST 36TH AVENUE, STE. 401
ANCHORAGE, AK 99508-4135

COLLEEN K. BICKFORD 907-271-3669

OREGON STATE OFFICE
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STE. 700
PORTLAND, OR 97204-1632

DOUGLAS CARLSON 503-326-7018

WASHINGTON STATE OFFIC
909 1ST AVENUE, STE. 200
SEATTLE, WA 98104-1000

JACK PETERS 206-220-5150

DON PHILLIPS, DEPUTY
DIRECTOR

(HOPWA)

APPENDIX C

HOPWA Application Checklist**Checklist of Exhibits**

Please insert page numbers

- ☐ Transmittal Letter (that identifies HOPWA and amount requested)
- ☐ Summary
- ☐ Exhibit 1 Applicant and Sponsor Information
- ☐ Exhibit 2 Need/Extent of Problem
- ☐ Exhibit 3 Proposed Project / Soundness of Approach
- ☐ Exhibit 4 Budget and Leveraging
- ☐ Exhibit 5 Comprehensiveness and Coordination
- ☐ Statutory Certifications (Required by law)
- ☐ Evaluation by Customer (Optional) (See Application Kit)

Summary. Please provide on no more than two double-spaced, typed pages an abstract of your proposed project. HUD will use this as a summary if your project is chosen for funding. In your abstract, include your organization's name and the name of any project sponsor; how much HOPWA funding you have requested; the name of the proposed project (if any); a short synopsis of your project including defining features, where it is located and how many people will be served over the entire period of the grant when it is operational. Also include a contact name, email, and phone number.

(HOPWA)

HOPWA Project Information Form**Exhibit 3: Proposed HOPWA Project / Soundness of Approach**

Please complete form and place before the Soundness of Approach narrative section of your application.

A. Category of Assistance. Check only one of the following two boxes:

☐ **Category 1: Special Projects of National Significance**

Are you proposing to target an underserved population as defined in the program section of the SuperNOFA?

☐ **Yes** ☐ **No**

Designate your targeted underserved population.

☐ Women

☐ Racial and ethnic minority group (specify)

☐ Persons in rural areas

☐ Other (specify)

☐ **Category 2: Projects which are part of long-term comprehensive strategies for providing housing and related services in an area that did not qualify for a HOPWA formula award.**

B. Duplication of Assistance Requested. Please indicate if your applicant or a project sponsor is seeking funding under this HOPWA competition for an activity that is duplicated in an application under the HUD Continuum of Care Homeless Assistance 2000 competition as follows:

☐ A proposed HOPWA activity is identical and *duplicates funding* requested in an application for HUD continuum of care funding;

☐ A proposed activity is related but *not identical* to the requested funding.

☐ No related assistance is being requested.

(HOPWA)

C. Summary of Housing Assistance: Please provide best estimates in the following table. Enter number of units served if project is funded and is fully implement and operational.

1. Facility-based Housing: Enter total units to be provided.		Full Grant Period:
Short-term facility		
Single room occupancy dwelling		
Community residence		
Other housing facility (specify)		
2. Scattered-site Payments		
Tenant-based rental assistance		
Short-term rent, mortgage, and utility payments		
Total Units		

D. Summary of Persons Assisted. Please provide best estimates in the following table:

	Full Grant Period:
1. Number of persons with HIV/AIDS who will receive some form of housing assistance	
2. Number of family members of the above who will be residing with the person receiving housing assistance	
3. Number of persons with HIV/AIDS who will only be receiving some form of supportive services (persons receiving both services and housing are reported in item 1 above)	
4. Number of other family members who will only be receiving some form of supportive services (persons receiving both services and housing are reported in item 2 above).	
5. Number of persons who will be receiving housing information services.	

E. Service Area. Please identify the intended service area, i.e., the name of the community or metropolitan area, or, if activities are planned for a state-wide or nation-wide basis:

--

(HOPWA)

F. Project Sponsors and Sites. On a separate page, if needed, identify all the project sponsors that are involved in your proposed project, including the amount of funds each will utilize; and the sponsor's mailing address, telephone, email address, fax number, and the name of a contact person. Your narrative on the proposed program activities should also specify which activities each sponsor will be carrying out.

Sites. For projects involving sites, for example, a structure where HOPWA funds will be used for new construction, acquisition, rehabilitation, operating costs, and/or project-based rental assistance, please attach or provide the address of the project site.

Confidentiality.

- ☐ Confidential Site. (Do not release the street location of this project.)
- ☐ Public Site. (The address may be released to inform clients and the public.)

Photo. Please attach a photograph of the structure (except for new constructions).

G. Additional Information

The Department of Housing and Urban Development needs the following information to respond to public inquiries about program benefit. Your responses will not affect in any way the scoring of your submission.

1. Which of the following subpopulations will your project serve? (Check all that apply)

- ☐ Severely Mentally Ill
- ☐ Chronic Substance Abuse
- ☐ Multiply-Diagnosed
- ☐ Victims of Domestic Violence
- ☐ Veterans

2. Will the proposed project be located in a rural area? (A project is considered to be in a rural area when the project either (1) is in an area outside of Metropolitan Areas, or (2) is outside of the urbanized areas within a Metropolitan Area.)

- ☐ Yes
- ☐ No

(HOPWA)

3. Is the sponsor of the project a religious organization, or a religiously affiliated or motivated organization? (Note: This characterization of religious is broader than the standards used for defining a religious organization as "primarily religious" for purposes of applying HUD's church/state limitations. For example, while the YMCA is often not considered "primarily religious" under applicable church/state rules, it would likely be classified as a religiously motivated entity.)

☐ Yes

☐ No

(HOPWA)

HOPWA Project Budget Form

A. Project Summary Budget. In columns A & B, enter the appropriate amount of funding that will be utilized for the HOPWA eligible activity. For example, in column A enter the amount of HOPWA funds being requested for each eligible activity. In column B, enter the amount of other funds, if any, (i.e. private, local, or state resources) that will be used in conjunction with the requested HOPWA funds to complete the project. Enter the sum total of requested *HOPWA funds* and *Other funds* (sum of columns A & B) in column C. Enter the totals of each column in line 16 of the budget form. For additional details on eligible activities and limitations, consult the program regulations at 24 CFR 574.300-340.

Eligible Activity	Project Funding		
	A. HOPWA	B. Other	C. Total
1. Acquisition	\$	\$	\$
2. Rehabilitation, Repair, & Conversion	\$	\$	\$
3. New Construction*	\$	\$	\$
4. Lease	\$	\$	\$
5. Operating Costs	\$	\$	\$
6. Supportive Services	\$	\$	\$
7. Housing Information	\$	\$	\$
8. Technical Assistance & Resource Identification	\$	\$	\$
9. Rental Assistance	\$	\$	\$
10. Short-term Rent, Mortgage, and Utility Payments to Prevent Homelessness	\$	\$	\$
11. Other (name the type of alternative activity that is also described in exhibit 3)	\$	\$	\$
12. Subtotal of Activity Costs (not to exceed \$1,200,000)	\$	\$	\$
13. Grantee's Administrative Costs (not to exceed 3% of Subtotal)	\$	\$	\$
14. Project Sponsor's Administrative Costs (not to exceed 7% of amounts received by sponsors)	\$	\$	\$
15. Collect data on Project Outcomes (not to exceed \$50,000)	\$	\$	\$
16. Total	\$	\$	\$

*If over \$200,000, the project would be subject to Sec. 3 requirements, if selected, pertaining to economic opportunities for low and very low-income persons.

(HOPWA)**B. Project Descriptive Budget.****Instructions:**

- A. For the grantee and each project sponsor receiving HOPWA funds under this application, please complete the Project Descriptive Budget Form. The first form should be completed for the grantee, followed by one form for each project sponsor. In the form number boxes enter the number of the form followed the total numbers of forms submitted. For example, if you are the grantee and have two project sponsors, you will complete three forms. The first form should be for the grantee and will be number as (1 of 3). You will then complete two additional forms for each project sponsor. The first project sponsor form will be numbered as (2 of 3), and the second (3 of 3).
- B. Enter the name of the organization (grantee or project sponsor).
- C. As applicable, mark if you are completing this form for the grantee or project sponsor.
- D. For each HOPWA Eligible Activity that you are requesting HOPWA funding, give a brief description of the activity. This description should be a 1-2 line summary of the activity as presented in your application. In addition, reference the project goal or objective which corresponds to the described activity. See the below examples:

EXAMPLE 1:

HOPWA Eligible Activity and Description	HOPWA Request
Rental Assistance	\$100,000
Description: <i>Provide long-term, tenant-based rental assistance through the "Rent Project" to 25 individuals and 10 families per year over a three year grant period. (See Project Goals/Objectives, Goal 1 pg. 23)</i>	

EXAMPLE 2:

Eligible Activity and Description	HOPWA Request
Supportive Services	\$30,000
Description: <i>Provide case management, nutritional services, and mental health counseling to 45 individuals in the "AIDS Housing" facility each year for the three years of the grant term. (See Project Goals/Objectives, Goal 3, pg. 21)</i>	

- E. For each HOPWA Eligible Activity (lines 1-13), enter the amount of requested HOPWA funds. NOTE: This amount may not equal the amount entered in Part A for the eligible activity. A sum of each HOPWA request completed on the Project Descriptive Budget for the grantee and each project sponsor, should equal the totals entered in Part A, Project Summary Budget.

(HOPWA)

A. HOPWA Project Description Budget Form

Form

of

B. Name of Grantee/Project Sponsor:

C. Mark one of the following:

Grantee

☐

Project Sponsor

☐

D. Eligible Activity and Description	E. HOPWA Request
1. Acquisition	\$
Description:	
2. Rehabilitation, Repair & Conversion	\$
Description:	
3. New Construction	\$
Description:	
4. Lease	\$
Description:	
5. Operating Costs	\$
Description:	
6. Supportive Services	\$
Description:	
7. Housing Information	\$
Description:	

(HOPWA)

Form, Page 2

D. Eligible Activity and Description	E. HOPWA Request
8. Technical Assistance and Resource Identification	\$
Description:	
9. Rental Assistance	\$
Description:	
10. Short-term Rent, Mortgage & Utility Payment to Prevent Homelessness	\$
Description:	
11. Other (name the type of alternative activity that is also described exhibit 3)	\$
Description:	
12. Administrative Costs (Grantee or Project Sponsor)	\$
Description:	
13. Collect data on Project Outcomes (not to exceed \$50,000)	\$
Description:	

(HOPWA)

Leveraging HOPWA Resources**Leveraging**

Applicants will receive points to the extent that they document resources that are being brought to the project from other public or private sources. Enter in this chart the cash value of documented cash and in-kind resources from other public (including other Federal) and private sources that are committed to the project during the grant period.

Value of Documented Resources

Resource	Page No. of Documentation	Cash Value	HUD Use Only
a. Cash			
b. Non-cash Resources			
c. Volunteer Time			
d. Contribution of a Building			
e. Contribution of a Building to be Acquired with HOPWA			
f. Contribution of a Leasehold interest			
Total of all Leveraging		\$	

(HOPWA)

HOPWA Applicant Certifications

These certified statements are required by law.

The Applicant hereby assures and certifies that:

1. Within the HOPWA eligible population, it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR Part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, the transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR Part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, handicap, familial status or national origin, and administer its programs and activities relating to housing in a manner to affirmatively further fair housing. For Indian tribes, it will comply with the Indian Civil Rights Act (25 U.S.C. 1301 *et*

seq.), instead of Title VI and the Fair Housing Act and their implementing regulations.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit

(HOPWA)

discrimination based on handicap in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color religion, sex, age, national origin, familial status, or handicap who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements of the Fair Housing Act and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

2. It will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 49 CFR Part 24.

3. It will comply with the environmental laws and authorities at 24 CFR part 50 which implements the National Environmental Policy Act and related acts. The applicant agrees to supply HUD with information necessary for it to perform any necessary environmental review of each

property. The applicant will carry out mitigating measures required by HUD or select an alternate eligible property. The applicant will not acquire, rehabilitate, convert, lease, repair or construct property to provide housing or commit HUD, State, local or other funds to program activities with respect to any eligible property until HUD approval is received.

4. Any building or structure assisted with amounts under this part will be maintained as a facility to provide assistance for eligible persons: (i) for not less than 10 years in the case of assistance involving new construction, substantial rehabilitation or acquisition of a building or structure; and (ii) for not less than three years in cases involving non-substantial rehabilitation or repair of a building or structure.

7. It and its principals (see 24 CFR 24.105(p)):

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions (see 24 CFR 24.110) by any Federal department or agency;

(b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (b) of this certification; and

(d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(HOPWA)

Where the applicant is unable to certify to
any of the statements in this certification,

such applicant shall attach an explanation
behind this page.

HOPWA Applicant Certifications

Signature of Authorized Certifying Official & Date

X

Title

Name of Applicant

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**SECTION 202 SUPPORTIVE
HOUSING FOR THE ELDERLY
PROGRAM**

FUNDING AVAILABILITY FOR SECTION 202 SUPPORTIVE HOUSING FOR THE ELDERLY PROGRAM (SECTION 202 PROGRAM)

Program Overview

Purpose of the Program. This program provides supportive housing for very low-income persons 62 years of age or older.

Available Funds. Approximately \$426 million.

Eligible Applicants. Private nonprofit organizations and nonprofit consumer cooperatives.

Application Deadline. May 18, 2000.

Match Requirements. No.

Additional Information

If you are interested in applying for funding under this program, please review carefully the **General Section** of this SuperNOFA and the following additional information.

I. Application Due Date, Application Kits, Further Information, and Technical Assistance

Application Due Date. Submit your completed applications on or before 6:00 pm, local time, on May 18, 2000, at the address shown below.

See the **General Section** of this SuperNOFA for specific procedures governing the form of application submission (e.g., mailed applications, express mail, overnight delivery, or hand carried).

Address for Submitting Applications. Submit your completed application (an original and four copies) to the Director of the appropriate Multifamily Hub Office or Multifamily Program Center as listed in Appendix A to the Section 811 program section of this SuperNOFA with the following exceptions:

1. Applications for projects proposed to be located within the jurisdiction of the Seattle, Washington and the Anchorage, Alaska Offices must be submitted to the Portland, Oregon Office.
2. Applications for projects proposed to be located within the jurisdiction of the Sacramento, California Office must be submitted to the San Francisco, California Office.
3. Applications for projects proposed to be located within the jurisdiction of the Cincinnati, Ohio Office must be submitted to the Columbus, Ohio Office.
4. Applications for projects proposed to be located within the jurisdiction of the Washington, DC Office must be submitted to the Baltimore, Maryland Office.

The application kit also includes a listing of the Multifamily Hubs and Program Centers, their addresses and

telephone numbers, including TTY numbers. This information is also available from HUD's SuperNOFA Information Center at 1-800-HUD-8929 and from the Internet through the HUD web site at <http://www.hud.gov>. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209.

For Application Kits. For an application kit and any supplemental materials, please call HUD's SuperNOFA Information Center at 1-800-HUD-8929. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209. When requesting an application kit, please refer to the Section 202 Program and provide your name, address (including zip code), and telephone number (including area code). The application kit also will be available on the Internet through the HUD web site at <http://www.hud.gov> and from the appropriate Multifamily Hub or Multifamily Program Center.

For Further Information and Technical Assistance. You may contact the appropriate Multifamily Hub Office or Multifamily Program Center, Aretha Williams at HUD Headquarters at (202) 708-2866, or access the Internet at <http://www.hud.gov>.

HUD encourages minority organizations to participate in this program and strongly recommends that prospective applicants attend the local HUD Office workshop. At the workshops, HUD will explain application procedures and requirements as well as address concerns such as local market conditions, building codes and accessibility requirements, historic preservation, floodplain management, displacement and relocation, zoning, and housing costs. If you are interested in attending the workshop, make sure that your name, address and telephone number are on the appropriate HUD Office's mailing list so that you will be informed of the date, time and place of the workshop. Persons with disabilities should call the appropriate HUD Office to ensure that any necessary arrangements can be made to enable your attendance and participation in the workshop.

If you cannot attend the workshop, call the appropriate HUD Office if you have any questions concerning the submission of applications to that particular office and to request any materials distributed at the workshop.

Satellite Broadcast. HUD will hold an information broadcast via satellite for potential applicants to learn more about the program and preparation of the application. For more information about

the date and time of the broadcast, you should consult the HUD web site at <http://www.hud.gov>.

II. Amount Allocated

For FY 2000, \$426,258,926 is available for capital advances for the supportive housing for the elderly program. The FY 2000 HUD Appropriations Act (HUD Appropriations Act) provides \$610,000,000 for capital advances, including amendments to capital advance contracts, for supportive housing for the elderly as authorized by section 202 of the Housing Act of 1959, and for project rental assistance, and amendments to contracts for project rental assistance, for supportive housing for the elderly under section 202(c)(2) of the Housing Act of 1959.

In accordance with the waiver authority provided in the HUD Appropriations Act, the Secretary is waiving the following statutory and regulatory provision: the term of the project rental assistance contract is reduced from 20 years to 5 years. HUD anticipates that at the end of the contract terms, renewals will be approved subject to the availability of funds. In addition to this provision, HUD will reserve project rental assistance contract funds based on 75 percent rather than on 100 percent of the current operating cost standards for approved units in order to take into account the average tenant contribution toward rent.

The allocation formula used for Section 202 reflects the "relevant characteristics of prospective program participants," as specified in 24 CFR 791.402(a). The FY 2000 formula consists of one data element: a measure of the number of one and two person renter households with incomes at or below HUD's Very-low Income Limit (50 percent of area median family income, as determined by HUD, with an adjustment for household size), which have housing deficiencies. The counts of elderly renter households with housing deficiencies were taken from a special tabulation of the 1990 Decennial Census. The formula focuses the allocation on targeting the funds based on the unmet needs of elderly renter households with housing problems.

Under Section 202, 85 percent of the total capital advance amount is allocated to metropolitan areas and 15 percent to nonmetropolitan areas. In addition, each HUD Office jurisdiction receives sufficient capital advance funds for a minimum of 20 units in metropolitan areas and 5 units in nonmetropolitan areas. The total amount of capital advance funds to

support these minimum set-asides are subtracted from the respective (metropolitan or nonmetropolitan) total capital advance amounts available. The remainder is fair shared to each HUD Office jurisdiction whose fair share exceeds the minimum set-aside based on the allocation formula fair share factors described below. NOTE: The allocations for metropolitan and nonmetropolitan portions of the Multifamily Hub or Program Center jurisdictions reflect the most current

definitions of metropolitan and nonmetropolitan areas, as defined by the Office of Management and Budget.

A fair share factor is developed for each metropolitan and nonmetropolitan portion of each local HUD Office jurisdiction by dividing the number of renter households for the jurisdiction by the total number of rental households in the United States. The resulting percentage for each local HUD Office jurisdiction is then adjusted to reflect the relative cost of providing housing

among the HUD Office jurisdictions. The adjusted needs percentage for the applicable metropolitan or nonmetropolitan portion of each jurisdiction is then multiplied by the respective total remaining capital advance funds available nationwide.

Based on the allocation formula, HUD has allocated the available capital advance funds as shown on the following chart:

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FY 2000 SECTION 202 ALLOCATIONS BY FIELD OFFICE						
OFFICES	METROPOLITAN			NONMETRO		
	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE
BOSTON HUB						
BOSTON	168	15,214,143	9	797,706	177	16,011,849
HARTFORD	84	7,297,153	5	434,195	89	7,731,348
MANCHESTER	44	3,013,806	33	2,235,212	77	5,249,018
PROVIDENCE	50	4,472,832	5	446,369	55	4,919,201
TOTAL	346	29,997,934	52	3,913,482	398	33,911,416
NEW YORK HUB						
NEW YORK	460	44,777,600	5	486,948	465	45,264,548
BUFFALO HUB						
BUFFALO	129	10,340,281	26	2,036,996	155	12,377,277
PHILADELPHIA HUB						
CHARLESTON	20	1,404,033	16	1,150,835	36	2,554,868
NEWARK	193	18,302,320			193	18,302,320
PHILADELPHIA	162	13,439,971	20	1,679,861	182	15,119,832
PITTSBURGH	83	5,954,042	17	1,244,808	100	7,198,850
TOTAL	458	39,100,366	53	4,075,504	511	43,175,870
BALTIMORE HUB						
BALTIMORE	71	5,164,560	10	719,592	81	5,884,152
RICHMOND	67	4,269,338	23	1,443,330	90	5,712,668
WASHINGTON	72	5,552,109			72	5,552,109
TOTAL	210	14,986,007	33	2,162,922	243	17,148,929

	METROPOLITAN			NONMETRO			TOTALS	
	OFFICES	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE	
GREENSBORO HUB								
COLUMBIA	47		3,133,698	18	1,163,257	65	4,296,955	
GREENSBORO	78		6,269,766	37	2,940,328	115	9,210,094	
TOTAL	125		9,403,464	55	4,103,585	180	13,507,049	
ATLANTA HUB								
ATLANTA	77		4,856,545	34	2,165,619	111	7,022,164	
KNOXVILLE	38		2,268,404	11	680,724	49	2,949,128	
LOUISVILLE	50		3,302,515	27	1,787,028	77	5,089,543	
NASHVILLE	52		3,271,794	19	1,183,302	71	4,455,096	
SAN JUAN	40		3,442,146	14	1,226,049	54	4,668,195	
TOTAL	257		17,141,404	105	7,042,722	362	24,184,126	
JACKSONVILLE HUB								
BIRMINGHAM	59		3,687,389	24	1,470,824	83	5,158,213	
JACKSON	20		1,209,254	29	1,754,942	49	2,964,196	
JACKSONVILLE	227		15,074,328	15	973,769	242	16,048,097	
TOTAL	306		19,970,971	68	4,199,535	374	24,170,506	
CHICAGO HUB								
CHICAGO	211		18,704,076	32	2,808,201	243	21,512,277	
INDIANAPOLIS	79		5,480,717	23	1,567,809	102	7,048,526	
TOTAL	290		24,184,793	55	4,376,010	345	28,560,803	
COLUMBUS HUB								
CINCINNATI	64		4,296,481	5	336,806	69	4,633,287	
CLEVELAND	105		7,873,284	14	1,067,414	119	8,940,698	
COLUMBUS	48		3,209,421	17	1,134,315	65	4,343,736	
TOTAL	217		15,379,186	36	2,538,535	253	17,917,721	

OFFICES	METROPOLITAN			NONMETRO			TOTALS		
	UNITS	CAPITAL ADVANCE		UNITS	CAPITAL ADVANCE		UNITS	CAPITAL ADVANCE	
DETROIT HUB									
DETROIT	111	8,587,701		5	387,529		116	8,975,230	
GRAND RAPIDS	45	2,937,094		18	1,178,858		63	4,115,952	
TOTAL	156	11,524,795		23	1,566,387		179	13,091,182	
MINNEAPOLIS HUB									
MINNEAPOLIS	74	6,068,463		27	2,248,294		101	8,316,757	
MILWAUKEE	84	6,587,923		30	2,359,726		114	8,947,649	
TOTAL	158	12,656,386		57	4,608,020		215	17,264,406	
FT. WORTH HUB									
FT. WORTH	102	6,300,968		31	1,886,723		133	8,187,691	
HOUSTON	66	4,043,731		12	724,819		78	4,768,550	
LITTLE ROCK	37	2,039,902		26	1,469,556		63	3,509,458	
NEW ORLEANS	67	3,965,559		16	941,449		83	4,907,008	
SAN ANTONIO	56	3,315,084		12	722,758		68	4,037,842	
TOTAL	328	19,665,244		97	5,745,305		425	25,410,549	
KANSAS CITY HUB									
DES MOINES	37	2,396,698		27	1,750,419		64	4,147,117	
KANSAS CITY	62	4,184,417		27	1,768,064		89	5,952,481	
OKLAHOMA CITY	45	2,629,918		21	1,238,986		66	3,868,904	
OMAHA	20	1,363,454		15	1,017,753		35	2,381,207	
ST LOUIS	59	4,485,112		20	1,504,193		79	5,989,305	
TOTAL	223	15,059,599		110	7,279,415		333	22,339,014	
DENVER HUB									
DENVER	79	5,634,696		38	2,477,076		117	8,111,772	

	METROPOLITAN			NONMETRO			TOTALS		
	OFFICES	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE	UNITS	CAPITAL ADVANCE
SAN FRANCISCO HUB									
SAN FRANCISCO		191	17,985,288	12	1,046,877	203	19,032,165		
HONOLULU		20	2,921,688	5	730,422	25	3,652,110		
PHOENIX		59	3,851,831	10	627,305	69	4,479,136		
SACRAMENTO		59	4,977,489	11	890,316	70	5,867,805		
TOTAL		329	29,736,296	38	3,294,920	367	33,031,216		
LOS ANGELES HUB									
LOS ANGELES		342	28,901,223	5	422,022	347	29,323,245		
SEATTLE HUB									
SEATTLE		78	6,386,021	16	1,322,249	94	7,708,270		
ANCHORAGE		20	2,921,688	5	730,422	25	3,652,110		
PORTLAND		61	4,552,133	22	1,556,784	83	6,108,917		
TOTAL		159	13,859,842	43	3,609,455	202	17,469,297		
NATIONAL TOTAL		4,572	362,320,087	899	63,938,839	5,471	426,258,926		

III. Program Description; Eligible Applicants; Eligible Activities

(A) *Program Description.* HUD provides capital advances and contracts for project rental assistance in accordance with 24 CFR part 891. Capital Advances may be used for the construction or rehabilitation of a structure, or acquisition of a structure from the Federal Deposit Insurance Corporation (formerly held by the Resolution Trust Corporation) (FDIC/RTC). Capital Advance funds bear no interest and are based on development cost limits published in this SuperNOFA. Repayment of the capital advance is not required as long as the housing remains available for occupancy by very low-income elderly persons for at least 40 years.

Project rental assistance contract (PRAC) funds are used to cover the difference between what the residents pay for rent and the HUD-approved expense to operate the project. Project Rental Assistance Contract funds may also be used to provide supportive services and to hire a service coordinator in those projects serving the frail elderly residents. The supportive services must be appropriate to the category or categories of frail elderly residents to be served.

(B) *Eligible Applicants.* Private nonprofit organizations and nonprofit consumer cooperatives are the only eligible applicants under this Section 202 Program. Neither a public body nor an instrumentality of a public body is eligible to participate in the program.

A Sponsor or Co-sponsor may not apply for more than 200 units of housing for the elderly in a single Hub or more than 10 percent of the total units allocated to all HUD Offices. Also, no single application may propose more than the number of units allocated to a HUD office or 125 units, whichever is less. Reservations for projects will not be approved for fewer than 5 units. Affiliated entities that submit separate applications are considered to be a single entity for the purpose of these limits.

(C) *Eligible Activities.* Section 202 capital advance funds must be used to finance the development of housing through new construction, rehabilitation, or acquisition of housing from the FDIC/Resolution Trust Corporation. Project Rental Assistance funds are provided to cover the difference between the HUD-approved operating costs and the amount the residents pay (each resident pays 30 percent of adjusted income) as well as to provide supportive services to frail elderly residents. In projects principally

serving the frail elderly, eligible costs include the salary of a service coordinator.

(D) *Ineligible Activities.* Section 202 funds may not be used for nursing homes, infirmaries, medical facilities, mobile home projects, community centers, headquarters for organizations for the elderly, nonhousekeeping accommodations, or refinancing of sponsor-owned facilities without rehabilitation.

IV. Program Requirements

In addition to the program requirements listed in the **General Section** of this SuperNOFA, as an applicant, you must comply with the following requirements:

(A) *Statutory and Regulatory Requirements.* You must comply with all Section 202 Program statutory and regulatory requirements, as listed in Sections III, IV and IX of this program section of the SuperNOFA.

(B) *HUD/RHS Agreement.* HUD and the Rural Housing Service (RHS) have an agreement to coordinate the administration of the agencies' respective rental assistance programs. As a result, HUD is required to notify RHS of applications for housing assistance it receives. This notification gives RHS the opportunity to comment if it has concerns about the demand for additional assisted housing and possible harm to existing projects in the same housing market area. HUD will consider RHS' comments in its review and application selection process.

(C) *Development Cost Limits.* (1) The following development cost limits, adjusted by locality as described in Section IV(C)(2) of this program section of the SuperNOFA, below, will be used to determine the capital advance amount to be reserved for projects for the elderly:

(a) The total development cost of the property or project attributable to dwelling use (less the incremental development cost and the capitalized operating costs associated with any excess amenities and design features you must pay for) may not exceed:

Nonelevator structures:

\$33,638 per family unit without a bedroom;

\$38,785 per family unit with one bedroom;

\$46,775 per family unit with two bedrooms;

For elevator structures:

\$35,400 per family unit without a bedroom;

\$40,579 per family unit with one bedroom;

\$49,344 per family unit with two bedrooms.

(b) These cost limits reflect those costs reasonable and necessary to develop a project of modest design that complies with HUD minimum property standards; the accessibility requirements of § 891.120(b); and the project design and cost standards of § 891.120 and § 891.210.

(2) Increased development cost limits.

(a) HUD may increase the development cost limits set forth in Section IV(C)(1) of this program section of the SuperNOFA, above, by up to 140 percent in any geographic area where the cost levels require, and may increase the development cost limits by up to 160 percent on a project-by-project basis. This increase may include covering additional costs to make dwelling units accessible through rehabilitation.

(b) If HUD finds that high construction costs in Alaska, Guam, the Virgin Islands, or Hawaii make it infeasible to construct dwellings, without the sacrifice of sound standards of construction, design, and livability, within the development cost limits provided in Section IV(C)(1) of this program section of the SuperNOFA, above, the amount of the capital advances may be increased to compensate for such costs. The increase may not exceed the limits established under this section (including any high cost area adjustment) by more than 50 percent.

(D) *Minimum Capital Investment.* Selected nonprofit organizations must provide a minimum capital investment of one-half of one percent of the HUD-approved capital advance amount, not to exceed \$10,000 in accordance with § 891.145, with the following exception. If you, as Sponsor or Co-Sponsor, have one or more Section 202 or one or more Section 811 project(s) under reservation, construction, or management in two or more different HUD geographical regions (Hubs), the minimum capital investment shall be one half of one percent of the HUD-approved capital advance amount, not to exceed \$25,000.

(E) *Economic Opportunities for Low and Very Low-Income Persons (Section 3).* You must comply with section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u (Economic Opportunities for Low and Very Low Income Persons), and its implementing regulations at 24 CFR part 135. You must ensure that training, employment and other economic opportunities shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing and to business concerns

which provide economic opportunities to low and very low income persons.

V. Application Selection Process

(A) *Review for Curable Deficiencies.* HUD will screen all applications received by the deadline for curable deficiencies. A curable deficiency is a missing Exhibit or portion of an Exhibit that will not affect the rating of the application. The following is a list of the deficiencies that will be considered curable in a Section 202 application:

Exhibits

- (1) Form 92015-CA (Application Form)*
- (2) (a) Articles of Incorporation*
 - (b) By-laws*
 - (c) IRS tax exemption ruling*
- (4) (c)(ii) Energy efficiency
 - (d)(i) Evidence of site control
 - (d)(ii) Evidence site is free of limitations, restrictions or reverts
 - (d)(iii) Evidence of permissive zoning
 - (d)(vi) Phase I Environmental Site Assessment
 - (d)(vii) Letter from State Historic Preservation Officer (SHPO)
- (5) Applications submitted to other Offices
- (6) Relocation
- (7) (a) Standard Form 424, Application for Federal Assistance*
 - (b) HUD-50070, Certification of a Drug-free Workplace
 - (c) Form-HUD 50071, Certification of Payments to Influence Federal Transactions and Standard Form-LLL, Disclosure of Lobbying Activities
 - (d) Form-HUD 2880, Applicant/Recipient Disclosure/Update Report
 - (e) Form-HUD 2992, Certification Regarding Debarment and Suspension
 - (f) Executive Order 12372 Certification
 - (g) Form-HUD 2991, Certification of Consistency with Consolidated Plan
 - (h) Conflict of Interest Resolution
 - (i) Resolution for Commitment to Project*
 - (k) Combined Certifications

The HUD Office will notify you in writing if your application is missing any of the exhibits or portions of exhibits and you will be given 14 days from the date of the HUD notification to submit the information required to cure the noted deficiencies. The items identified by an asterisk (*) must be dated on or before the application deadline date.

(B) *Rating.* HUD will review and rate your application in accordance with the Application Selection Process in the **General Section** of this SuperNOFA with the following exception. HUD will

not reject your application based on technical review without notifying you of that rejection with all the reasons for rejection, and providing you an opportunity to appeal. You will have 14 calendar days from the date of HUD's written notice to appeal a technical rejection to the HUD office. If the rejection is due to the nonsubmission of the following exhibits because of the failure of a third party to provide information under the control of the third party but outside your control (e.g., by contract), and you were not provided the opportunity to cure the deficiency during the curable deficiency period, you can submit the information required to cure the deficiency during the 14 calendar day appeal period:

- (1) Exhibit 4(d)(iii), Evidence of permissive zoning, and/or
- (2) Exhibit 7(g), Form-HUD 2991, Certification of Consistency with the Consolidated Plan.

The information required to cure the above identified deficiencies includes the deficient Exhibit and documentation showing that the information had been requested from the third party at least 45 days prior to the application deadline date.

The HUD office will make a determination on an appeal before making its selection recommendations. All applications will be either rated or technically rejected at the end of technical review. If your application meets all program eligibility requirements after completion of technical review, it will be rated according to the rating factors in Section V(D) of this Section 202 Program section of the SuperNOFA.

(C) *Ranking and Selection Procedures.* Applications submitted in response to the advertised metropolitan allocations or nonmetropolitan allocations that have a total base score (without the addition of EC/EZ bonus points) of 60 points or more and meet all of the applicable threshold requirements of Section II(B) of the **General Section** of the SuperNOFA will be eligible for selection, and HUD will place them in rank order per metropolitan or nonmetropolitan allocation. These applications, after adding any bonus points for EC/EZ, will be selected based on rank order, up to and including the last application that can be funded out of each HUD office's metropolitan or nonmetropolitan allocation. HUD offices must not skip over any applications in order to select one based on the funds remaining. After making the initial selections in each allocation area, however, HUD may use any residual funds to select the next rank-ordered application by reducing the number of

units by no more than 10 percent, rounded to the nearest whole number, provided the reduction will not render the project infeasible. For this purpose, however, HUD will not reduce the number of units in projects of five units or less.

Once this process has been completed, HUD offices may combine their unused metropolitan and nonmetropolitan funds in order to select the next ranked application in either category, using the unit reduction policy described above, if necessary.

After the offices have funded all possible projects based on the process above, combined metropolitan and nonmetropolitan residual funds from all HUD Offices in each Multifamily Hub will be combined. These funds will be used first to restore units to projects reduced by HUD offices based on the above instructions. Second, additional applications within each Multifamily Hub will be selected in rank order with only one application selected per HUD Office. More than one application may be selected per HUD Office if there are no approvable applications in other HUD Offices within the Multifamily Hub. This process will continue until there are no more approvable applications within the Multifamily Hub that can be selected with the remaining funds without skipping over any application. HUD may use any remaining residual funds, however, to select the next rank-ordered application by reducing the number of units by no more than 10 percent rounded to the nearest whole number, provided the reduction will not render the project infeasible or result in the project being less than five units.

Funds remaining after these processes are completed will be returned to Headquarters. HUD will use these funds to restore units to projects reduced by HUD offices as a result of the instructions for using their residual funds. Second, HUD will use these funds for selecting applications based on field offices' rankings beginning with the highest rated application nationwide. Only one application will be selected per HUD office from the national residual amount. If there are no approvable applications in other HUD offices, the process will begin with the selection of the next highest rated application nationwide. This process will continue until all approvable applications are selected using the available remaining funds.

(D) *Factors For Award Used To Evaluate and Rate Applications.* HUD will rate applications that successfully complete technical processing using the Rating Factors set forth below and in

accordance with the application submission requirements identified in Section VI(B) below. The maximum number of points an application may receive under this program is 102. This includes two EZ/EC bonus points, as described in the **General Section** of the SuperNOFA.

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Staff (25 Points)

This factor addresses the extent to which you have the organizational resources to successfully implement the proposed activities in a timely manner. Submit information responding to this factor in accordance with Application Submission Requirements in paragraphs (B)(2), (B)(3)(a), (B)(3)(b), and (B)(3)(e) of Section VI of this program section of the SuperNOFA.

In rating this factor, HUD will consider the extent to which your application demonstrates your ability to develop and operate the proposed housing on a long-term basis, considering the following:

(a) **(15 points)** The scope, extent, and quality of your experience in providing housing or related services to those proposed to be served by the project and the scope of the proposed project (i.e., number of units, services, relocation costs, development, and operation) in relationship to your demonstrated development and management capacity as well as your financial management capability; and

(b) **(10 points)** The scope, extent, and quality of your experience in providing housing or related services to minority persons or families as well as your ties to the community at large and to the minority and elderly communities in particular. For purposes of this program section of the SuperNOFA, "minority" means the basic racial and ethnic categories for Federal statistics and administrative reporting, as defined in OMB's Statistical and Policy Directive No. 15. (See 62 FR 58782, October 30, 1997.).

Rating Factor 2: Need/Extent of the Problem (15 Points)

This factor addresses the extent to which there is a need for funding the proposed activities to address a documented problem in the target area. Submit information responding to this factor in accordance with Application Submission Requirements in paragraphs (B)(4)(a) and (B)(4)(b) of Section VI of this program section of the SuperNOFA. In evaluating this factor, HUD will consider:

The extent of the need for the project in the area based on a determination by

the HUD Office. In making this determination, HUD will consider your evidence of need in the area, as well as other economic, demographic, and housing market data available to the HUD office. The data could include information on the number of existing Federally assisted housing units (HUD and RHS) for the elderly in the area and current occupancy in such facilities; Federally assisted housing for the elderly under construction or for which fund reservations have been issued; and in accordance with an agreement between HUD and the RHS, comments from the RHS on the demand for additional assisted housing and the possible harm to existing projects in the same housing market area. The Department will also review more favorably those applications which establish a connection between the proposed project and the community's Analysis of Impediments to Fair Housing Choice (AI) or other planning document that analyzes fair housing issues and is prepared by a local planning or similar organization. You must show how your proposed project will address an impediment to fair housing choice described in the AI or meet a need identified in the other type of planning document.

Rating Factor 3: Soundness of Approach (40 Points)

This factor addresses the quality and effectiveness of your proposal. There must be a clear relationship between your proposed activities, the community's needs and purposes of the program funding for your application to receive points for this factor. Submit information responding to this factor in accordance with Application Submission Requirements in paragraphs (B)(4)(c), (B)(4)(d) and (B)(4)(e) of Section VI of this program section of the SuperNOFA. In evaluating this factor, HUD will consider the following:

(a) **(15 points)** The proximity or accessibility of the site to shopping, medical facilities, transportation, places of worship, recreational facilities, places of employment, and other necessary services to the intended occupants; adequacy of utilities and streets; freedom of the site from adverse environmental conditions; compliance with site and neighborhood standards (24 CFR 891.125(a), (d) and (e));

(b) **(10 points)** The suitability of the site from the standpoints of promoting a greater choice of housing opportunities for minority elderly persons/families, and affirmatively furthering fair housing. In reviewing this criterion, HUD will assess whether the site meets the site and neighborhood

standards at 24 CFR 891.125(b) and (c) by examining relevant data in your application or in the HUD Office. Where appropriate, HUD may visit the site.

(i) The site will be deemed acceptable if it increases housing choice and opportunity by:

- Expanding housing opportunities in non-minority neighborhoods (if located in such a neighborhood); or
- Contributing to the revitalization of and reinvestment in minority neighborhoods, including improvement of the level, quality and affordability of services furnished to minority elderly. You should refer to the Site and Neighborhood Standards provisions of the regulations governing the Section 202 Supportive Housing for the Elderly program (24 CFR 891.125(b) and (c)) when considering sites for your project.

(ii) For the purpose of this competition, the term "minority neighborhood (area of minority concentration)" is defined as one where any one of the following statistical conditions exists:

- The percentage of persons of a particular racial or ethnic minority is at least 20 points higher than the minority's or combination of minorities' percentage in the housing market as a whole; or,
- The neighborhood's total percentage of minority persons is at least 20 points higher than the total percentage of minorities for the housing market as a whole; or,
- The neighborhood's total percentage of minorities exceeds 50 percent of the population. The term "nonminority area" is defined as one in which the minority population is lower than 10 percent.

(c) **(3 points)** The extent to which your proposed design will meet the special physical needs of elderly persons;

(d) **(3 points)** The extent to which the proposed size and unit mix of the housing will enable you to manage and operate the housing efficiently and ensure that the provision of supportive services will be accomplished in an economical fashion;

(e) **(3 points)** The extent to which the proposed design of the housing will accommodate the provision of supportive services that are expected to be needed, initially and over the useful life of the housing, by the category or categories of elderly persons the housing is intended to serve;

(f) **(3 points)** The extent to which the proposed supportive services meet the identified needs of the anticipated residents; and

(g) **(3 points)** The extent to which you demonstrate that the identified supportive services will be provided on a consistent, long-term basis.

Rating Factor 4: Leveraging Resources (10 Points)

This factor addresses your ability to secure other community resources which can be combined with HUD's program resources to achieve program purposes. Submit information responding to this factor in accordance with Application Submission Requirements in paragraphs (B)(3)(c) and (B)(3)(d) of Section VI of this program section of the SuperNOFA.

(a) **(5 points)** The extent of local government support (including financial assistance, donation of land, provision of services, etc.) for the project; and

(b) **(5 points)** The extent of your activities in the community, including previous experience in serving the area where the project is to be located, and your demonstrated ability to enlist volunteers and raise local funds.

Rating Factor 5: Comprehensiveness and Coordination (10 Points)

This factor addresses the extent to which you coordinated your activities with other known organizations, participate or promote participation in the community's Consolidated Planning process, and are working toward addressing a need in a holistic and comprehensive manner through linkages with other activities in the community. Submit information responding to this factor in accordance with Application Submission Requirements in paragraphs (B)(3)(f), (B)(3)(g), (B)(3)(h) and (B)(3)(i) of Section VI of this program section of the SuperNOFA.

(a) **(4 points)** Your involvement of elderly persons, particularly minority elderly persons, in the development of the application, and your intent to involve elderly persons, particularly minority elderly persons, in the development and operation of the project;

(b) **(2 points)** The extent to which you coordinated your application with other organizations to complement and/or support the proposed project;

(c) **(2 points)** The extent to which you demonstrated that you have been actively involved, or if not currently active, the steps you will take to become actively involved in the community's Consolidated Planning process to identify and address a need/problem that is related in whole or part, directly or indirectly to the proposed project;

(d) **(2 points)** The extent to which you developed or plan to develop linkages

with other activities, programs or projects related to the proposed project to coordinate your activities so solutions are holistic and comprehensive; and

Bonus Points

(2 bonus points) Location of proposed site in an EZ/EC area, as described in the General Section of this SuperNOFA. Submit the information responding to the bonus points in accordance with the Application Submission Requirements in paragraph (B)(7)(j) of Section VI of this program section of the SuperNOFA.

VI. Application Submission Requirements

(A) *Application.* Your application must include all of the information, materials, forms, and exhibits listed in Section VI(B) of this program section of the SuperNOFA (unless you were selected for a Section 202 fund reservation within the last three funding cycles). If you qualify for this exception, you are not required to submit the information described in Sections VI(B)(2)(a), (b), and (c) of this program section of the SuperNOFA (Exhibits 2.a., b., and c. of the application kit), which are the articles of incorporation, (or other organizational documents), by-laws, and the IRS tax exemption, respectively. If there has been a change in any of these documents since your previous HUD approval, you must submit the updated information in your application. HUD offices will verify your indication of previous HUD approval by checking the project number and approval status with the appropriate HUD Office based on the information submitted in response to Section VI(B)(2) below.

In addition to this relief of paperwork burden in preparing applications, you will be able to submit information and exhibits you have previously prepared for prior applications under Section 202, Section 811, or other funding programs. Examples of exhibits that may be readily adapted or amended to decrease the burden of application preparation include, among others, those on previous participation in the Section 202 or Section 811 Programs, your experience in provision of housing and services, supportive services plan, community ties, and experience serving minorities.

(B) *General Application Requirements.* Your application must contain the items listed in this Section VI(B). These items include the standard forms, certifications, and assurances listed in the **General Section** of the SuperNOFA that are applicable to this funding (collectively referred to as the "standard forms"). The standard forms

can be found in Appendix B to the **General Section** of the SuperNOFA. The remaining application items that are forms (i.e., excluding such items as narratives), referred to as the "non-standard forms" can be found as Appendix B to this program section of the SuperNOFA. The items are as follows:

(1) Form HUD-92015-CA, Application for Section 202 Supportive Housing Capital Advance.

(2) Evidence of your and each Co-Sponsor's legal status as a private nonprofit organization or nonprofit consumer cooperative, including the following:

(2)(a) Articles of Incorporation, constitution, or other organizational documents;

(2)(b) By-laws;

(2)(c) IRS tax exemption ruling (this must be submitted by you and each Co-Sponsor, including churches). A consumer cooperative that is tax exempt under State law, has never been liable for payment of Federal income taxes, and does not pay patronage dividends may be exempt from the requirement set out in the previous sentence if it is not eligible for tax exemption.

Note: If you received a Section 202 fund reservation within the last three funding cycles, you are not required to submit the documents described in paragraphs (2)(a), (2)(b), and (2)(c), above. Instead, you must submit the project number of the latest application selected and the HUD office to which it was submitted. If there have been any modifications or additions to the subject documents, indicate such, and submit the new material.

(3) A description of your purpose, community ties, and experience, including the following:

(3)(a) A description of your purpose, current activities and how long you have been in existence;

(3)(b) A description of your ties to the community at large and to the minority and elderly communities in particular;

(3)(c) A description of local government support for the project (including financial assistance, donation of land, provision of services, etc.);

(3)(d) Letters of support for your organization and for the proposed project from organizations familiar with the housing and supportive services needs of the elderly that you expect to serve in the proposed project;

(3)(e) A description of your housing and/or supportive services experience. The description should include any rental housing projects and/or supportive services facilities that you have sponsored, owned, and/or operated; your past or current involvement in any programs other than

housing that demonstrates your management capabilities (including financial management) and experience; your experience in serving the elderly, including elderly persons with disabilities, and/or families and minorities; and the reasons for receiving any increases in fund reservations for developing and/or operating previously funded Section 202 or Section 811 projects. The description should include data on the facilities and services provided, the racial/ethnic composition of the populations served, if available, and information and testimonials from residents or community leaders on the quality of the activities. Examples of activities that could be described include housing counseling, nutrition and food services, special housing referral, screening and information projects.

(3)(f) A description, if applicable, of your efforts to involve elderly persons, including minority elderly persons, in the development of the application, as well as your intent to involve elderly persons in the development and operation of the project.

(3)(g) A description of the steps you took to identify and coordinate your application with other organizations to complement and/or support the proposed project as well as the steps you will take, if funded, to share information on solutions and outcomes relative to the development of the proposed project.

(3)(h) A description of your involvement in the community's Consolidated Planning process including:

(3)(h)(i) An identification of the lead/facilitating agency that organizes/administers the process;

(3)(h)(ii) An identification of the Consolidated Plan issue areas in which you participate;

(3)(h)(iii) Your level of participation in the process, including active involvement with any neighborhood-based organizations, associations, or any committees that support programs and activities that enhance projects or the lives of residents of the projects, such as the one proposed in your application.

If you are not currently active, describe the specific steps you will take to become active in the Consolidated Planning process. (Consult the local HUD Office for the identification of the Consolidated Plan community process for the appropriate area.)

(3)(i) A description of the linkages that you have developed or plan to develop with other related activities, programs or projects in order that the development of the project provides a

comprehensive and holistic solution to the needs of the target population.

(4) Project information, including the following:

(4)(a) Evidence of need for supportive housing. Such evidence would include a description of the category or categories of elderly persons the housing is intended to serve and evidence demonstrating sustained effective demand for supportive housing for that population in the market area to be served, taking into consideration the occupancy and vacancy conditions in existing Federally assisted housing for the elderly (HUD and RHS; e.g., public housing); State or local data on the limitations in activities of daily living among the elderly in the area; aging in place in existing assisted rentals; trends in demographic changes in elderly population and households; the numbers of income eligible elderly households by size, tenure, and housing condition; the types of supportive services arrangements currently available in the area; and the use of such services as evidenced by data from local social service agencies or agencies on aging. Also, a description of how information in the community's Analysis of Impediments to Fair Housing Choice was used in documenting the need for the project.

(4)(b) A description of how the proposed project will benefit the target population and the community in which it will be located.

(4)(c) A description of the project, including the following: (4)(c)(i) A narrative description of the building design, including a description of the number of units with bedroom distributions, any special design features, amenities, and/or community space, and how this design will facilitate the delivery of services in an economical fashion and accommodate the changing needs of the residents over the next 10–20 years.

Note: If these community spaces, amenities, or features would not comply with the project design and cost standards of 24 CFR 891.120 and the special project standards of 24 CFR 891.210, you must state your ability and willingness to contribute both the incremental development cost and continuing operating cost associated with the community spaces, amenities, or features;

(4)(c)(ii) A description of whether and how the project will promote energy efficiency, and, if applicable, innovative construction or rehabilitation methods or technologies to be used that will promote efficient construction.

(4)(d) Evidence that the Sponsor has site control and permissive zoning, including the following:

(4)(d)(i) Acceptable evidence of site control is limited to any one of the following:

(A) Deed or long-term leasehold which evidences that you have title to or a leasehold interest in the site. If a leasehold, the term of the lease must be at least 50 years;

(B) Contract of sale for the site which is free of any limitations affecting ability to deliver ownership to you after you receive and accept a notice of section 202 capital advance. The only condition for closing on the sale can be your receipt and acceptance of the capital advance. The contract of sale cannot require closing on a date earlier than the section 202 closing.

(C) Option to purchase or for a long-term leasehold which must remain in effect for six months from the date on which the applications are due, and must state a firm price binding on the seller. The only condition on which the option may be terminated is if you are not awarded a fund reservation. The option must be renewable at the end of the six months option period.

(D) Where the proposed site is subject to a mortgage under a HUD program (e.g., an earlier 202 or an FHA insured mortgage), you must submit evidence that consent to release of the site from that mortgage has been obtained or has been requested from HUD and from the mortgagee, if other than HUD.

(E) For sites to be acquired from a public body, evidence is needed that the public body possesses clear title to the site and has entered into a legally binding agreement to lease or convey the site to you after you receive and accept a notice of section 202 capital advance. Where HUD determines that time constraints of the funding round will not permit all of the required official actions (e.g., approval of Community Planning Boards) that are necessary to convey publicly-owned sites, a letter in the application from the mayor or director of the appropriate local agency indicating that conveyance or leasing of the site is acceptable without imposition of additional covenants or restrictions and only contingent on the necessary approval action. Such a letter commitment will be considered sufficient evidence of site control.

(4)(d)(ii) Whether you have title to the site, a contract of sale, an option to purchase, or are acquiring the site from a public body, you must provide evidence (a title policy or other acceptable evidence) that the site is free of any limitations, restrictions, or reverts which could adversely affect the use of the site for the proposed project for the 40-year capital advance

period under HUD's regulations and requirements (e.g., reversion to seller if title is transferred). If the title evidence contains restrictions or covenants, copies of such covenants or restrictions must be submitted with the application. If the site is subject to any such limitations, restrictions, or reversioners, the application will be rejected. Purchase money mortgages that will be satisfied from capital advance funds are not considered to be limitations or restrictions that would adversely affect the use of the site. If the contract of sale or the option agreement contains provisions that allow a Sponsor not to purchase the property for reasons such as environmental problems, failure of the site to pass inspection, or the appraisal is less than the purchase price, then such provisions are not objectionable and a Sponsor is allowed to terminate the contract of sale or the option agreement.

Note: A proposed project site may not be acquired or optioned from a general contractor (or its affiliate) that will construct the section 202 project or from any other development team member.

(4)(d)(iii) Evidence that the project as proposed is permissible under applicable zoning ordinances or regulations, or a statement of the proposed action required to make the proposed project permissible and the basis for your belief that the proposed action will be completed successfully before the submission of the firm commitment application (e.g., a summary of the results of any requests for rezoning and/or the procedures for obtaining special or conditional use permits on land in similar zoning classifications and the time required for such rezoning, or preliminary indications of acceptability from zoning bodies, etc.);

(4)(d)(iv) A narrative topographical and demographic description of the suitability of the site and area, and how the site will promote greater housing opportunities for minority elderly and elderly persons with disabilities, thereby affirmatively furthering fair housing; (NOTE: You can best demonstrate your commitment to affirmatively furthering fair housing by describing how your proposed activities will assist the jurisdiction in overcoming impediments to fair housing choice identified in the applicable jurisdiction's Analysis of Impediments to Fair Housing Choice (AI), which is a component of the jurisdiction's Consolidated Plan, or any other planning document that addresses fair housing issues. The applicable Consolidated Plan and AI may be the Community's, the County's, or the

State's, to which input should have been provided by local community organizations, agencies in the community, and residents of the community. Alternatively, a document that addresses fair housing issues and remedies to barriers to fair housing in the community that was previously prepared by a local planning, or similar organization, may be used. Applicable impediments could include the need for improved housing quality and services for elderly minority families, lack of affirmative marketing and outreach to minority elderly persons, and the need for quality eldercare services within areas of minority concentration when compared with the type and quality of similar services and housing in nonminority areas.

(4)(d)(v) A map showing the location of the site and the racial composition of the neighborhood, with the area of racial concentration delineated;

(4)(d)(vi) A Phase I Environmental Site Assessment, in accordance with the American Society for Testing and Material (ASTM) Standards E 1527-97, as amended. The Phase I study must be completed and submitted with the application. Therefore, it is important that you start the site assessment process as soon after publication of this SuperNOFA as possible.

If the Phase I study indicates the possible presence of contamination and/or hazards, you must decide whether to continue with this site or choose another site. Should you choose another site, the same environmental site assessment procedure identified above must be followed for that site.

Note: For properties to be acquired from the FDIC/RTC, include a copy of the FDIC/RTC prepared Transaction Screen Checklist or Phase I Environmental Site Assessment, and applicable documentation, per the FDIC/RTC Environmental Guidelines.

If you choose to continue with the original site on which the Phase I study indicated contamination or hazards, you must undertake a detailed Phase II Environmental Site Assessment by an appropriate professional. If the Phase II Assessment reveals site contamination, the extent of the contamination and a plan for clean-up of the site must be submitted to the local HUD office. The plan for clean-up must include a contract for remediation of the problem(s) and an approval letter from the applicable Federal, State, and/or local agency with jurisdiction over the site. In order for the application to be considered for review under this FY 2000 funding competition, you must submit this information to the local HUD office on or before June 19, 2000.

Note: This could be an expensive undertaking. You must pay for the cost of any clean-up and/or remediation.

(4)(d)(vii) A letter from the State Historic Preservation Officer (SHPO) indicating whether the proposed site has any historical significance. If you cannot obtain a letter from the SHPO due to the SHPO not responding to your request or the SHPO responding that it cannot or will not comply with the requirement, you must submit the following:

(A) A letter indicating that you attempted to get the required letter from the SHPO but that the SHPO either had not responded to your request or would not honor or recognize your request;

(B) A copy of your letter to the SHPO requesting the required letter; and,

(C) A copy of the SHPO's response, if available.

(4)(e) Provision of supportive services in the proposed facility:

(4)(e)(i) A detailed description of the supportive services proposed to be provided to the anticipated occupancy;

(4)(e)(ii) A description of public or private sources of assistance that reasonably could be expected to fund the proposed services;

(4)(e)(iii) The manner in which such services will be provided to such persons (i.e., on or off-site), including whether a service coordinator will facilitate the adequate provision of such services, and how the services will meet the identified needs of the residents.

Note: You may not require residents, as a condition of occupancy, to accept any supportive service.

(5) A list of the applications, if any, that you have submitted or are planning to submit to any other HUD office in response to this announcement of Section 202 Program funding availability or the announcement of Section 811 Program (Supportive Housing for Persons with Disabilities) funding availability, published elsewhere in this SuperNOFA. Indicate by HUD office, the proposed location by city and State, and the number of units requested for each application. Include a list of all FY 1999 and prior year projects to which you are the Sponsor that have not been finally closed. Such projects must be identified by project number and HUD office.

(6) A statement that:

(6)(a) Identifies all persons (families, individuals, businesses, and nonprofit organizations), by race/minority group, and status as owners or tenants, occupying the property on the date of submission of the application for a capital advance;

(6)(b) Indicates the estimated cost of relocation payments and other services;

(6)(c) Identifies the staff organization that will carry out the relocation activities; and

(6)(d) Identifies all persons that have moved from the site within the past 12 months.

Note: If any of the relocation costs will be funded from sources other than the section 202 capital advance, you must provide evidence of a firm commitment of these funds. When evaluating applications, HUD will consider the total cost of proposals (i.e., cost of site acquisition, relocation, construction, and other project costs).

(7) *Certifications and Resolutions.* In addition to the certifications and assurances listed in the **General Section** of this SuperNOFA with the exception of SF-424A, SF-424B, SF-424C, SF-424D, HUD-424M and the OMB Circulars which are not required, you are required to submit signed copies of the following:

(7)(a) *Standard Form 424.* Application for Federal Assistance and indication of whether you are delinquent on any Federal debt. (See instructions for submitting this form in the Consolidated Application Submission section of the **General Section** of the SuperNOFA.)

(7)(b) *Drug-Free Workplace (HUD-50070).* Certification to provide a drug-free workplace.

(7)(c) *Payments to Influence Federal Transactions (HUD-50071) and Standard Form LLL, Disclosure of Lobbying Activities.* Certification of whether any of the funds received will be used to influence any Federal transactions and disclosure of those activities, if applicable.

(7)(d) *Applicant/Recipient Disclosure/Update Report, including Social Security Numbers and Employee Identification Numbers, (HUD-2880).* A disclosure of assistance from other government sources received in connection with the project.

(7)(e) *Certification Regarding Debarment and Suspension (HUD-2992) (24 CFR 24.510).* A certification attesting to the eligibility of your principals.

(7)(f) *Executive Order 12372 Certification.* A certification that you have submitted a copy of your application, if required, to the State agency (single point of contact) for State review in accordance with Executive Order 12372.

(7)(g) *Certification of Consistency with the Consolidated Plan (Plan), Form HUD-2991, for the jurisdiction in which the proposed project will be located.* The certification must be made by the unit of general local government if it is required to have, or has, a complete Plan. Otherwise, the certification may be made by the State, or by the unit of general local government if the project

will be located within the jurisdiction of the unit of general local government authorized to use an abbreviated strategy, and if it is willing to prepare such a Plan.

All certifications must be made by the public official responsible for submitting the Plan to HUD. The certifications must be submitted as part of the application by the application submission deadline date set forth in this program section of the SuperNOFA. The Plan regulations are published in 24 CFR part 91.

(7)(h) *A certified Board Resolution that no officer or director of the Sponsor or Owner has or will have any financial interest in any contract with the Owner or in any firm or corporation that has or will have a contract with the Owner, including a current listing of all duly qualified and sitting officers and directors by title, and the beginning and ending dates of each person's term.*

(7)(i) *A certified Board Resolution, acknowledging the responsibilities of sponsorship, long-term support of the project(s), willingness to assist the Owner to develop, own, manage, and provide appropriate services in connection with the proposed project, and that it reflects the will of its membership. Also, the resolution shall indicate your willingness to fund the estimated start-up expenses, the Minimum Capital Investment (one-half of 1 percent of the HUD-approved capital advance, not to exceed \$10,000, if nonaffiliated with a National Sponsor; one-half of 1 percent of the HUD-approved capital advance, not to exceed \$25,000, for all other Sponsors;), and the estimated cost of any amenities or features (and operating costs related thereto) that would not be covered by the approved capital advance.*

(7)(j) *Certification of Consistency with the EZ/EC Strategic Plan HUD-2990).* A certification that the project is consistent with the EZ/EC strategic plan, is located within the EZ/EC, and serves EZ/EC residents.

(7)(k) *Sponsor's Combined Certifications.*

(7)(k)(i) *Certification in Connection with the Development and Operation of a Section 202 Project.* A certification of compliance with the requirements of the Fair Housing Act, Title VI of the Civil Rights Act, the Age Discrimination Act of 1975, section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and the implementing regulations at 24 CFR part 135, the affirmative fair housing marketing requirements of 24 CFR part 200, subpart M and the implementing regulations at 24 CFR part 108, and other applicable Federal, State and local

laws prohibiting discrimination and promoting equal opportunity including affirmatively furthering fair housing.

(7)(k)(ii) *Design and Cost Standards.* Certification of Compliance with HUD's Section 202 project design and cost standards (24 CFR 891.120 and 891.210), the Uniform Federal Accessibility Standards (24 CFR 40.7), section 504 of the Rehabilitation Act of 1973 and HUD's implementing regulations at 24 CFR part 8, and for covered multifamily dwellings designed and constructed for first occupancy after March 13, 1991, the design and construction requirements of the Fair Housing Act and HUD's implementing regulations at 24 CFR part 100, and the Americans with Disabilities Act of 1990;

(7)(k)(iii) *Acquisition and Relocation.* Certification of Compliance with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (49 CFR part 24 and 24 CFR part 891.155(e));

(7)(k)(iv) *Formation of Owner Corporation.* Certification that you will form an "Owner" (24 CFR 891.205) after issuance of the capital advance; cause the Owner to file a request for determination of eligibility and a request for capital advance, and provide sufficient resources to the Owner to insure the development and long-term operation of the project, including capitalizing the Owner at firm commitment processing in an amount sufficient to meet its obligations in connection with the project;

(7)(k)(v) *Supportive Services.* Certification that you will not require residents to accept any supportive services as a condition of occupancy; and,

(7)(k)(vi) *Davis-Bacon.* Certification of compliance with the Davis-Bacon requirements and the Contract Work Hours and Safety Standards Act.

VII. Corrections to Deficient Applications

The **General Section** of the SuperNOFA provides the procedures for corrections to deficient applications.

VIII. Environmental Requirements

In accordance with 24 CFR part 50, all Section 202 assistance is subject to the National Environmental Policy Act of 1969 and applicable related Federal environmental authorities. The environmental review provisions of the Section 202 Program regulations are in 24 CFR 891.155(b).

IX. Authority

The Section 202 Supportive Housing for the Elderly Program is authorized by

section 202 of the Housing Act of 1959 (12 U.S.C. 1701q). See section 801 of the Cranston-Gonzalez National Affordable Housing Act (Pub.L. 101-625; approved November 28, 1990); the Housing and Community Development Act of 1992 (Pub.L. 102-550; approved October 28, 1992), and the Rescissions Act (Pub.L. 104-19; enacted on July 27, 1995).

APPENDIX A—ADDRESSES FOR SUBMITTING APPLICATIONS

Please see Appendix A to the Section 811 Program Section of this SuperNOFA. Submit your completed

application (an original and four copies) to the Director of the appropriate Multifamily Hub Office or Multifamily Program Center as listed in Appendix A to the Section 811 program section of this SuperNOFA with the following exceptions:

1. Applications for projects proposed to be located within the jurisdiction of the Seattle, Washington and the Anchorage, Alaska Offices must be submitted to the Portland, Oregon Office.

2. Applications for projects proposed to be located within the jurisdiction of

the Sacramento, California Office must be submitted to the San Francisco, California Office.

3. Applications for projects proposed to be located within the jurisdiction of the Cincinnati, Ohio Office must be submitted to the Columbus, Ohio Office.

4. Applications for projects proposed to be located within the jurisdiction of the Washington, DC Office must be submitted to the Baltimore, Maryland Office.

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APPENDIX B

The non-standard forms, which follow, are required for your Section 202 Program application.

APPLICATION SUBMISSION REQUIREMENTS

**PART I - APPLICATION FORM FOR SECTION 202 SUPPORTIVE
HOUSING - CAPITAL ADVANCE**

EXHIBIT 1: Form HUD-92015-CA, Application for
Section 202 Supportive Housing
Capital Advance _____

**PART II - YOUR ABILITY TO DEVELOP AND OPERATE
THE PROPOSED PROJECT**

EXHIBIT 2: Your Legal Status

(a) Articles of Incorporation (or
other organizational documents) _____

(b) By-laws _____

(c) IRS Tax Exemption Ruling _____

[EXCEPTION: SEE EXHIBIT TO DETERMINE IF YOU
MAY BE EXEMPT FROM SUBMITTING THESE
DOCUMENTS.]

EXHIBIT 3: Your purpose, community ties
and experience:

(a) Purpose(s), current activities,
how long you have been in existence _____

(b) Ties to the community at large and to
the minority and elderly communities _____

(c) Local government support for project _____

(d) Letters of support for your organiza-
tion and for the proposed project _____

(e) Housing and/or supportive services
experience description _____

(f) Efforts to involve elderly persons _____

(g) Identification/coordination with
other organizations; information
sharing on solutions/outcomes about
project development _____

(h) Involvement in the community's Consolidated Planning process including:

- (i) Agency that organizes/ administers the process _____
- (ii) Consolidated Plan issue areas in which you participate _____
- (iii) Level of your participation in the process _____

OR

Specific steps you will take to become active in the process _____

- (i) Linkages with other related activities, programs or projects _____

**PART III - THE NEED FOR SUPPORTIVE HOUSING FOR THE
TARGET POPULATION IN THE AREA TO BE SERVED,
SITE CONTROL (AND/OR IDENTIFICATION OF SITE IF
811) AND SUITABILITY OF SITE, ADEQUACY OF THE
PROVISION OF SUPPORTIVE SERVICES AND OF THE
PROPOSED FACILITY**

EXHIBIT 4: Project information including:

- (a) Evidence of need for project _____
- (b) How project will benefit target population and community _____
- (c) A narrative description of the project, including:
 - (i) Building design _____
 - (ii) Whether and how project will promote energy efficiency _____
- (d) Evidence of site control and permissive zoning:
 - (i) Site control document(s) _____
 - (ii) Evidence site is free of limitations, restrictions, or reverters _____

- (iii) Evidence of permissive zoning or statement of proposed action required to make project permissible _____
- (iv) Narrative topographical/demographic description of site/area suitability, how site will promote greater housing opportunities for minorities/target population _____
- (v) Racial composition/concentration map of site _____
- (vi) Phase I Environmental Site Assessment _____
- (vii) Letter from State Historic Preservation Office (SHPO) _____

OR

If no response from SHPO:

- (A) Letter indicating no response from SHPO and why _____
 - (B) Your letter to SHPO requesting required letter _____
 - (C) SHPO's response, if available _____
- (e) Provision of supportive services in proposed facility:
- (i) Description of services _____
 - (ii) Public/private funding sources for proposed services _____
 - (iii) Manner in which services will be provided _____

PART IV - GENERAL APPLICATION REQUIREMENTS, CERTIFICATIONS AND RESOLUTIONS

EXHIBIT 5: A list of applications, if any, you have submitted or are planning to submit to any other HUD Office in response to the Section 202 or 811 NOFA _____

EXHIBIT 6: A statement that:

- (a) Identifies all persons occupying property on application submission date _____
- (b) Indicates estimated cost of relocation payments/other services _____
- (c) Identifies staff organization that will carry out relocation activities _____
- (d) Identifies all persons who have moved from site within past 12 months _____

EXHIBIT 7: CERTIFICATIONS AND RESOLUTIONS:

- (a) Standard Form 424 and Matrix _____
- (b) Drug-Free Workplace (HUD-50070) _____
- (c) Certification of Payments to Influence Federal Transactions (HUD-50071), and _____
Standard Form LLL, Disclosure of Lobbying Activities (if applicable) _____
- (d) HUD-2880, Applicant/Recipient Disclosure/Update Report _____
- (e) Employment, Engagement of Services, Awarding or Funding of Contracts, Subgrants, etc. (24 CFR 24.510) _____
- (f) Executive Order 12372 Certification _____
- (g) Certification of Consistency with the Consolidated Plan (Plan) (HUD-2991) _____
- (h) Sponsor's Conflict of Interest Resolution _____
- (i) Sponsor's Resolution for Commitment to Project _____
- (j) Certification of Consistency with the EZ/EC Strategic Plan _____
- (k) Sponsor's Combined Certifications _____

Supportive Housing for the Elderly Section 202 Application for Capital Advance Summary Information

U.S. Department of Housing
and Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502-0267
(exp.7/31/2002)

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

HUD Use Only		202 Project Number		PRAC Number																									
1. Sponsor's Name(s), Address(es) & Telephone Number (s)				2. Minority Sponsor Designation: A minority sponsor is one in which at least 51 percent of the board members are minority. Is this sponsor a minority applicant? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," place the numeric code as shown below in this box <input type="text"/> Codes: 2 - Black; 3 - Native American; 4 - Hispanic; 5 - Asian Pacific; 6 - Asian Indian																									
3a. Address of Site				3b. Will project be located within the boundaries of the following Federally designated Areas: (1) Empowerment Zone, (2) Enterprise Community, (3) Urban Enhanced Enterprise Community, or (4) Strategic Planning Community (Contact local HUD Office for information on these designated areas.) <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," please place the appropriate number as shown above in this box <input type="text"/>																									
4a. Congressional District		5. Type of Area <input type="checkbox"/> Metropolitan <input type="checkbox"/> Non-metropolitan		6. Capital Advance Amount Requested \$ <input type="text"/>																									
4b. Census Tract				7. Project Rental Assistance Contract Amount Requested \$ <input type="text"/>																									
8. Total No. of Units		8a. Number & Type of Resident Units Proposed <input type="text"/> Efficiency <input type="text"/> One bedroom		8b. Resident Manager's Unit: (check appropriate type) <input type="checkbox"/> Efficiency <input type="checkbox"/> One bedroom <input type="checkbox"/> Two bedroom																									
9. Number of Buildings		10. Type of Project <input type="checkbox"/> New Construction <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Acquisition (RTC) Year Built (yyyy) <input type="text"/>		11. Type of Building(s) <input type="checkbox"/> Row/Townhouse <input type="checkbox"/> Semi-detached <input type="checkbox"/> Walkup <input type="checkbox"/> Detached <input type="checkbox"/> Elevator																									
12. Number of Stories		13. Number of Parking Spaces		14. Check utilities and services not included in the rent and to be paid directly by the tenant. <input type="checkbox"/> Electric <input type="checkbox"/> Water <input type="checkbox"/> Heat <input type="checkbox"/> Gas																									
15. Off-Site Facilities		16. Community Facilities to be included in Project:																											
<table border="1"> <thead> <tr> <th></th> <th>Public</th> <th>At Site</th> <th>Feet from Site</th> </tr> </thead> <tbody> <tr> <td>Water</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="text"/></td> </tr> <tr> <td>Sewer</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="text"/></td> </tr> <tr> <td>Paving</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="text"/></td> </tr> <tr> <td>Gas</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="text"/></td> </tr> <tr> <td>Electric</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="text"/></td> </tr> </tbody> </table>			Public	At Site	Feet from Site	Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	Sewer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	Paving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	Electric	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>				
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Electric	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>																										
17. Unusual Site Features		18. Mark one box		Name, Address & Telephone Number																									
<input type="checkbox"/> None <input type="checkbox"/> Cuts <input type="checkbox"/> Fill <input type="checkbox"/> Erosion <input type="checkbox"/> Other (specify)		<input type="checkbox"/> Poor Drainage <input type="checkbox"/> Retaining Walls <input type="checkbox"/> Rock Foundations <input type="checkbox"/> High Water Table		<input type="checkbox"/> Consultant <input type="checkbox"/> Agent <input type="checkbox"/> Authorized Representative																									
19. If Sponsor is applying for more than one HUD program from any of the three SuperNOFAs, indicate which application(s) contain the forms with original signatures.																													
Program Name				Form																									
<input type="text"/>				<input type="text"/>																									
<input type="text"/>				<input type="text"/>																									
20. Sponsor's Attorney (name, address & telephone number)				By (Signature of Sponsor's Authorized Representative)																									
				<input type="text"/>																									
				Type in Name																									
				Type in Title																									
				Date (mm/dd/yyyy)																									

Previous editions are obsolete

form HUD-92015-CA (5/98)
ref: Handbook 4571.3 Rev-1

EXECUTIVE ORDER 12372**CERTIFICATION**

(Name of Sponsor)

certifies that:

- ☐ (1) this application for a capital advance under the Section 202 or Section 811 program was submitted to the State of _____ on _____ for review or
- ☐ (2) it contacted the State and a determination was made that the State review was not required.

Enclosed is a copy of the SF-424 which was sent with the application submitted to the State.

(Signature of Authorized Official)